

ATTACHMENT A

LI CHOICE CUSTOMER BILLING HISTORY INFORMATION  
WRITTEN AUTHORIZATION FORM

\_\_\_\_\_  
(Date to be filled in)

ESCO Name and Address

Dear Sirs:

I hereby authorize \_\_\_\_\_ **(ESCO name)** to obtain electric billing history from LIPA for account number(s) \_\_\_\_\_ **(account number(s))**.

By signing below, I am stating that I am the customer of record for the above account(s) or am a person authorized to act for the customer in this matter.

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Authorized Signature Date

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
Title (if applicable)

**ATTACHMENT B**

**LI CHOICE CUSTOMER BILLING HISTORY INFORMATION  
VERBAL AUTHORIZATION SCRIPT**

**SCRIPT FOR ESCO CUSTOMER REPRESENTATIVE**

Customer Representative:

I'm \_\_\_\_\_(*name of representative*). I'm verifying the release of your LIPA customer information to \_\_\_\_\_(*ESCO name*). The information on your account is confidential and in order for me to process your request, I will need to ask you a few questions. For your protection, our conversation will be tape recorded.

1. Today is \_\_\_\_\_(*date*). With whom am I speaking?
2. Are you the person responsible for the electric account(s) at \_\_\_\_\_(*address of customer*)?

*Yes or No*

*If no, ask for the responsible person or have responsible person call back.  
If yes, continue with question 3.*

3. Do you authorize LIPA to release electric billing history for account number(s) \_\_\_\_\_ (*account number*) to \_\_\_\_\_ (*ESCO*).

*Yes or No*

*If yes, thank you. I will process your request.  
If no, without your authorization, I will be unable to process your request.*

## ATTACHMENT C

### Long Island Power Authority Long Island Choice Program

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#### INSTRUCTIONS FOR COMPLETING ENERGY SERVICE COMPANY (ESCO) LICENSE APPLICATION

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The following is the description of the process with specific information requirements for obtaining an Energy Service Company (ESCO) license to participate in the Long Island Choice Program as agent for your customers.

#### **Section A - DESCRIPTION OF THE ESCO APPLICATION PROCESS**

If you intend to sell electricity to end users within the service territory of LIPA, you must be licensed as an ESCO by the Long Island Power Authority (Authority) prior to the enrollment of customers or the initiation of service. To be considered for licensing, you must submit a completed application form (see Section B below) and provide the following items:

- Completed Contact Information Form (first item after application)
- Copy of NYS Department of State Registration with Filing Receipt
- Copy of Disclosure Statement(s) (see Section C below)
- Copy of Switching Procedures (see Section D below)
- Description of process for handling and resolving customer's complaints (see Section E below)
- Copy of residential bill format
- Copy of the standard residential Agreement(s) or non residential Agreement(s) or both
- Copy of the Operating Agreement with LIPA and signed by the ESCO
- Completed copy of LIPA's Year 2000 (Y2K) compliance statement
- Copy of most recent 2 years certified financial statements (or the period of business operation)

In addition, you must meet all applicable requirements of the New York Independent System Operator (NYISO) (once operational). Prior to NYISO operation, you must meet all applicable requirements of the New York Power Pool (NYPP) and submit a completed application for network transmission service under LIPA's Open Access Transmission Tariff Program (OATT).

You will be notified within 30 calendar days via first class mail regarding the preliminary disposition of your application. You will not be licensed until your required security deposit has been received by the LIPA. When you are licensed your company will be assigned a company code and the name and contact information will be posted on LIPA's website at URL [www.lipa.state.ny.us](http://www.lipa.state.ny.us). If you have any questions about the licensing process, call LIPA's Electric Marketing Department at 800-692-2626.

You must also notify the Authority in writing at the address below within 5 business days from the date that you know that a material change in the information submitted with the application has occurred or will occur. Failure to provide such notification or failure to adhere to the procedures and policies provided with the application may result in, among other things, suspension or revocation of the ESCO's license.

Mail your completed license application package to:

Long Island Power Authority  
Vice President Power Markets  
333 Earle Ovington Blvd.  
Suite 403  
Uniondale, NY 11553

## **Section B - ESCO LICENSE APPLICATION FORM**

Answer all applicable questions (print or type all information).

You must respond to each of the questions and provide the specified information (See Sections C - F below for further details).

### **BOX 1**

Business Information - Enter the relevant information, consistent with your NYS Department of State Filing. (The "Doing Business As" - d/b/a - name must be the same as the name that will appear on customers' bills). If you have indicated on the application form that you have affiliates providing energy services (including subsidiaries) that are located or operating in New York State, list on a separate sheet the name(s) and address(es) of these affiliates and provide the name, address, and contact person for any such entity with an ownership interest of 10% or more in your business.

### **BOX 2**

Checklist - Each item in the checklist should be checked and corresponding information provided.

- 2a            The ESCO contact information sheet is in Attachment D of the Operating Procedures.
- 2c, d, e, f    See corresponding instructions below in Sections C, D, E and F.
- 2g            Operating Agreement - Two copies of the Operating Agreement must be signed by an authorized officer of the applicant. The Operating Agreement is in Part 3 of the LI Choice Implementation Plan. The contract will be executed by LIPA as part of the application process.
- 2h            The form of Year 2000 Compliance Statement is contained in Attachment G of the Operating Procedures.
- 2i            The Requirements and Guidelines for Residential and Non-Residential Agreements are contained in Part 5 and Part 6 of the LI Choice Implementation Plan (see box 3 below). If you are serving only residential customers, a non-residential Agreement is not required. If you are serving only non-residential customers, a residential Agreement is not required.

### **BOX 3**

Check the customer class(es) you plan to serve. If you plan to serve only one customer class, you must notify LIPA and file customer contracts (2i above) if you later decide to serve the other customer class.

#### **BOX 4**

Signature - An officer of the applicant business with authority to bind the ESCO must sign the application. That signature will attest to the accuracy of the information provided in the application.

#### **Section C - CONTENT OF DISCLOSURE STATEMENT(S)**

The Disclosure Statement(s) provides prospective customers with a plain language description of the terms of the electric service you will offer, your operating procedures and the customers' rights and obligations. Your Disclosure Statement(s) should reflect the appropriate level of consumer protections reflecting the class of customers you plan to serve. This statement must be given to each customer before it makes a commitment to purchase your services. The statement(s) provided to residential and small commercial customers<sup>1</sup> must include the following:

1. A header with your business name, address and telephone number(s) (consistent with the information provided in item 1 of your completed application form).
2. A brief explanation of the purpose of the Disclosure Statement and a statement that customers who want to purchase your services must sign a contract Agreement.
3. A section labeled Service Options, which explains the services offered in each option. The price or fees for each option offered must be stated clearly in the Disclosure Statement or provided separately to customers before commitments are requested.
4. A section labeled Our Policies, which includes:
  - a description of how a customer will be billed for your services including but not limited to the following: the frequency with which bills will be rendered (e.g., monthly); when payment is due; the basis for computing charges for services rendered (if not already stated in the Service Options section); and the source of the information to be used to calculate the bill (e.g., the customer's bill will be based on its consumption as measured by the local utility);
  - a description of any fees that may be assessed, such as late fees, application fee, etc.;
  - security deposit requirements and procedures;
  - a description of the process to be used to resolve disputes, including any time limit on the filing of a complaint;
  - the circumstances in which you could cancel or terminate the Agreement or otherwise cease providing service;
  - an explanation of all terms and conditions regarding termination or cancellation of the contract;
  - a description of how and when a customer would be notified when an Agreement expires, is canceled, or the customer otherwise will cease to be provided with electricity service (explain that customers must be provided a minimum of 30 business days advance notice of termination);
  - a statement advising customers that you must receive customer authorization to request historic usage information from LIPA, if you intend to do so;

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<sup>1</sup> The Disclosure Statement that must be provided to commercial and industrial customers may be in the form of a listing of the standard terms and conditions that will become part of the contract.

- an indication of whether, and under what circumstances, a customer's historic billing information may be furnished to a third party (note that customers must authorize release of historic billing data in their contract);
  - an identification of the organization within the ESCO which a customer should call with questions concerning the power supply portion of the bill (and where the telephone number is provided to the customer);
  - a listing of the steps a customer must take if it wishes to modify or cancel an Agreement with you and/or transfer to another provider or resume service with LIPA; and
  - a statement describing your practice about contacting credit rating agencies for information about current or prospective customers.
5. A section labeled Customers' Rights and Obligations, which states:
- the terms under which a customer can cancel or modify an Agreement with you;
  - that electric service may only be shut off by LIPA; that, if your Electric Service Agreement with the customer is canceled or otherwise ends, the customer will continue to receive uninterrupted electric service from LIPA until such time as it finds a new supplier or service is shut off by LIPA under procedures approved by the Authority;
  - that a dispute resolution process exists (provide a name and toll free telephone number for the customer to call);
  - that the applicable LIPA tariffs may impose certain obligations on customers (identify any such obligations);
  - that the customer should contact the Authority if they believe the ESCO has engaged in any unfair or unethical business practices by calling 1-877-ASK-LIPA.
6. A section labeled Environmental Disclosure which presents the fuel mix and emissions characteristics of your power supply in the format approved by the Authority.

#### **Section D - PROCEDURES FOR SWITCHING ESCOS**

Provide a description of the procedures you intend to follow:

1. To ensure that customers' authorization is auditable;
2. To ensure that customers are protected from unauthorized switching; and
3. To ensure that the Authority's requirements regarding consumer protection are followed.

These procedures should be consistent with, and complement, the switching procedures specified in the Operating Procedures and LI Choice Tariff. They should include, at a minimum, an identification of:

- how and when a final bill will be rendered;
- your criteria for obtaining, verifying and documenting the customer's authorization for the switch.

#### **SECTION E - PROCESS FOR HANDLING AND RESOLVING CUSTOMER COMPLAINTS**

Describe the process(es) used for handling and resolving customers' complaints regarding your services. At a minimum, the process should be affordable and convenient for the customers you intend to serve.

## **SECTION F - BILLING PROCEDURES**

A sample copy of your billing form(s), sufficient to display the proposed format and content, must accompany the application. In general, because the format of a bill either enhances or detracts from a customer's ability to understand the nature and amount of charges, decisions (such as type size, layout, amount of detail and use of color) should be considered from the customer's perspective. With regard to content, the following are some general guidelines based on our experience in working with customers. The bills should meet the following criteria:

1. All bills must be rendered in plain language.
2. Bills must be clear and easy to read.
3. Bills must include the complete name and address of customer, and the service address if appropriate.
4. Bills must include a unique account number or customer ID.
5. Bills must indicate the name and logo (if applicable) of the ESCO providing the service, and the business address of the ESCO.
6. Bills must itemize the charges included on the bill, including the unit price and quantity of units purchased. For energy service with variable pricing terms, unit prices and quantities may be summarized on the bill, so long as sufficient data is readily available to the customer (on request) that fully supports the billed charges.
7. Bills must separate charges for Electric Generation Service from charges for other services that may be included on the same bill.
8. Bills must indicate the period of service for the charges rendered on the bill.
9. Bills must indicate when payment is due and any fees that will pertain if payments are not received by the due date.
10. Bills must indicate the amount and date of payments received since the previous bill.
11. Bills must include the address to which payments should be sent, and the retail locations where payments would be accepted.
12. Bills must include a toll-free number that customers can call for inquiries about their bill.
13. Bills must be printed on paper and rendered to the customer at the customer's designated mailing address, unless the customer agrees to an alternative form of billing. Customers must be allowed to revert to printed bills at any time, following notification of the ESCO at least one billing cycle in advance. The ESCO may include a reasonable charge for providing printed bills to the designated mailing address, consistent with the size and delivery cost of the printed information.
14. Changes to bill formats must be provided to the Authority for review and approval at least 30 days prior to their implementation.
15. Bill formats acceptable to the New York Department of Public Service will automatically be acceptable to the Authority, unless one of the first 11 items listed above is omitted. This does not eliminate the requirement to provide the proposed bill format to the Authority for review and approval.

**LONG ISLAND POWER AUTHORITY  
ENERGY SERVICE COMPANY  
LONG ISLAND CHOICE LICENSE APPLICATION**

1. Business Information

a. Business Name: \_\_\_\_\_

b. Doing Business As (DBA) (Indicate if Same as Above): \_\_\_\_\_

c. Address - Street & Number: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

d. Address - City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

e. Provide the name, telephone number, and address of the person or agent located in New York designated for service of process:

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_  
(Street & Number) (State) (Zip)

f. Provide the name and telephone number of the contact person who will respond to questions about this application:

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

g. Do you have any energy affiliates (including subsidiaries) located or operating within New York State?  YES  NO

If you have energy affiliates within New York State, have you provided the information specified in the instructions?  YES  NO

Have you provided the name, address, and contact name for any entity with an ownership interest of 10 percent or more in the company identified in 1a and 1b?  YES  NO

2. **CHECKLIST** The following items must be provided (See License Application Instructions for more details):

a. Have you provided a copy of a completed contact information sheet?  YES

b. Have you provided a copy, and proof of acceptance, of your registration with the NYS Department of State?  YES

c. Have you provided a copy of your disclosure statement(s)?  YES

d. Have you provided a copy of your switching procedures?  YES

e. Have you provided a description of your process for handling and resolving customers' complaints?  YES

f. Have you provided a sample(s) of your billing form(s)?  YES

g. Have you provided two copies of your signed Operating Agreement with LIPA?  YES

h. Have you provided a copy of your completed Y2K compliance statement?  YES

i. Have you provided a copy of your standard residential/non-residential customer Agreement(s)?  YES

j. Have you provided a copy of your most recent 2 years certified financial statements?  YES

3. Check below all customer classes you would like to be licensed to serve:

Residential

Nonresidential

4. The person signing this application states that she or he is an owner, partner, or officer of the business named on this application and is authorized to file this application, and that the answers in this application are true.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

**ATTACHMENT D  
ESCO CONTACT INFORMATION**

**Please complete each of the sections below:**

**Market Segment:** Please circle choice(s): NON-RESIDENTIAL RESIDENTIAL

**INFORMATION TO POST ON LIPA WEBSITE AND IN CONSUMER EDUCATION:**

Contact Department: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Email Address To Receive Historical Use:**

Email Address: \_\_\_\_\_

**Toll Free Billing Phone And Email Address To Receive Enrolled Customer Billing Information and General Customer Information from LIPA:**

Contact Name: \_\_\_\_\_

Billing Phone (must be toll free): \_\_\_\_\_

Email Address: \_\_\_\_\_

**Email Address To Send ESCO Bills and/or Information:**

Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

**License Questions or Information**

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

## ATTACHMENT E

### Long Island Power Authority Long Island Choice Program

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#### INSTRUCTIONS FOR COMPLETING LICENSED AGGREGATOR LICENSE APPLICATION

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The following is a description of the process with specific information requirements for obtaining an Aggregator license to participate in the Long Island Choice Program as agent for your customers.

#### **Section A - DESCRIPTION OF THE AGGREGATOR APPLICATION PROCESS**

If you intend to do any of the following, you must become a Licensed Aggregator of the Long Island Power Authority (Authority):

- Access the LI Choice website
- Receive historical customer usage and billing information from LIPA
- Execute any contractual Agreement with an Eligible Customer regarding the participation in the LI Choice Program

To be considered for licensing, you must submit a completed application form (see Section B below) and provide the following items:

- Completed Contact Information Form
- Copy of NYS Department of State Registration with Filing Receipt
- Copy of Disclosure Statement(s) (see Section C below)
- Copy of Switching Procedures (see Section D below)
- Copy of the Operating Agreement with LIPA signed by the Aggregator
- Copy of the standard residential Agreement(s), non residential Agreement(s) or both
- Copy of most recent 2 years' certified financial statements (or the period of business operation)

You will be notified within 30 calendar days via first class mail regarding the preliminary disposition of your application. You will not be licensed until your required security deposit has been received by the LIPA. When you are licensed your company will be assigned a company code and the name and contact information will be posted on LIPA's website at URL [www.lipa.state.ny.us](http://www.lipa.state.ny.us). If you have any questions about the licensing process, call LIPA's Electric Marketing Department at 800-692-2626.

You must also notify the Authority in writing at the address below within 5 business days from the date that you know that a material change in the information submitted with the application has occurred or will occur. Failure to provide such notification or failure to adhere to the procedures and policies provided with the application may result in, among other things, suspension or revocation of the Aggregator's license.

Mail your completed license application package to:

Long Island Power Authority

Vice President Power Markets  
333 Earle Ovington Blvd., Suite 403  
Uniondale, NY 11553

## **Section B - AGGREGATOR LICENSE APPLICATION FORM**

Answer all applicable questions (print or type all information).

You must respond to each of the questions and provide the specified information (See Sections C and D below for further details).

### **BOX 1**

Business Information - Enter the relevant information, consistent with your NYS Department of State Filing. (The "Doing Business As" - d/b/a - name must be the same as the name that will appear on customers' bills). If you have indicated on the application form that you have affiliates providing energy services (including subsidiaries) that are located or operating in New York State, list on a separate sheet the name(s) and address(es) of these affiliates and provide the name, address, and contact person for any such entity with an ownership interest of 10% or more in your business.

### **BOX 2**

Checklist - Each item in the checklist should be checked and corresponding information provided.

- 2a The Aggregator contact information sheet is in Attachment D of the Operating Procedures.
- 2c, d See corresponding instructions below in Sections C and D.
- 2e Operating Agreement - Two copies of the Operating Agreement must be signed by an authorized officer of the applicant. The Operating Agreement is in Part 3 of the LI Choice Implementation Plan. The contract will be executed by LIPA as part of the application process.
- 2f You must supply this information only if you plan to have your own Agreement with customers. If you will have customers sign an ESCO Agreement, you must provide a copy of the ESCO Agreement. The Requirements and Guidelines for Residential and Non-Residential Agreements are contained in Part 5 and Part 6 of the LI Choice Implementation Plan (see box 3 below). If you are serving only residential customers, a non-residential Agreement is not required. If you are serving only non-residential customers, a residential Agreement is not required.

### **BOX 3**

Check the customer class(es) you plan to serve. If you plan to serve only one customer class, you must notify LIPA and file the customer Agreement(s) (2f above) if you decide to serve the other customer class.

#### **BOX 4**

Signature - An officer of the applicant's business with authority to bind the Aggregator must sign the application. That signature will attest to the accuracy of the information provided in the application.

#### **Section C - CONTENT OF DISCLOSURE STATEMENT(S)**

If you have already contracted with the ESCO you will be aggregating with and will be using the ESCO's Disclosure Statement, you may include a copy of the ESCO statement. The Disclosure Statement(s) provides prospective customers with a plain language description of the terms of the electric service you will offer, your operating procedures and the customers' rights and obligations. Your Disclosure Statement(s) should reflect the appropriate level of consumer protections reflecting the class of customers you plan to serve. This statement must be given to each customer before it makes a commitment to purchase your services. The statement(s) provided to residential and small commercial customers<sup>1</sup> must include the following:

1. A header with your business name, address and telephone number(s) (consistent with the information provided in item 1 of your completed application form).
2. A brief explanation of the purpose of the Disclosure Statement and a statement that customers who want to purchase your services must sign an Agreement.
3. A section labeled Service Options, which explains the services offered in each option. This section should clearly state that as an Aggregator you will be selecting an ESCO for the customer. The price or fees for each option offered must be stated clearly in the Disclosure Statement or provided separately to customers before commitments are requested.
4. A section labeled Our Policies, which includes:
  - a description of how an ESCO will be selected for a Customer and how and when the Aggregator will notify the customer of such charges;
  - if applicable, a description of how a customer will be billed for your services including but not limited to the following: the frequency with which bills will be rendered (e.g., monthly); when payment is due; the basis for computing charges for services rendered (if not already stated in the Service Options section); and the source of the information to be used to calculate the bill (e.g., the customer's bill will be based on its consumption as measured by the local utility);
  - a description of any fees that may be assessed, such as late fees, application fee, etc.;
  - security deposit requirements and procedures;
  - a description of the process to be used to resolve disputes, including any time limit on the filing of a complaint;
  - the circumstances in which you could cancel or terminate the Agreement or otherwise cease providing service;
  - an explanation of all terms and conditions regarding termination or cancellation of the Agreement;
  - a description of how and when a customer would be notified when an Agreement expires, is canceled, or when the customer otherwise will cease to be provided with electricity service (explain that customers must be provided a minimum of 30 business days advanced notice of termination);

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<sup>1</sup> The Disclosure Statement that must be provided to commercial and industrial customers may be in the form of a listing of the standard terms and conditions that will become part of the Agreement.

- a statement advising customers that you must receive customer authorization to request historic usage information from LIPA, if you intend to do so;
  - an indication of whether, and under what circumstances, a customer's historic billing information may be furnished to a third party (note that customers must authorize release of historic billing data in their contract);
  - an identification of the organization within the Aggregator's which a customer should call with questions concerning the power supply portion of the bill (and where the number may be found) ;
  - a listing of the steps a customer must take if it wishes to modify or cancel an Agreement with you and/or transfer to another provider or resume service with LIPA; and
  - a statement describing your practice about contacting credit rating agencies for information about current or prospective customers.
5. A section labeled Customers' Rights and Obligations, which states:
- the terms under which a customer can cancel or modify an Agreement with you;
  - that electric service may only be shut off by LIPA; that, if your electric service Agreement with the customer is canceled or otherwise ends, the customer will continue to receive uninterrupted electric service from LIPA until such time as it finds a new supplier or service is shut off by LIPA under procedures approved by the Authority;
  - that a dispute resolution process exists (provide a name and toll free telephone number for the customer to call);
  - that the applicable LIPA tariffs may impose certain obligations on customers (identify any such obligations);
  - that the customer should contact the Authority if they believe the Aggregator has engaged in any unfair or unethical business practices by calling 1-877-ASK-LIPA.
6. A section labeled Environmental Disclosure which presents the fuel mix and emissions characteristics of your power supply in the format approved by the Authority.

#### **Section D - PROCEDURES FOR SWITCHING ESCOS**

Provide a description of the procedures you intend to follow:

1. To ensure that customers' authorization is auditable;
2. To ensure that customers are protected from unauthorized switching;
3. To ensure that customers experience a smooth transfer between electric service providers when you switch to another Licensed ESCO.
4. To ensure that the Authority's requirements regarding consumer protection are followed.

These procedures should be consistent with, and complement, the switching procedures specified in the Operating Procedures and LI Choice Tariff. They should include, at a minimum, an identification of:

- Your criteria for obtaining, verifying and documenting the customer's authorization for the switch.
- Your procedures for selecting a new ESCO.

**LONG ISLAND POWER AUTHORITY  
LICENSED AGGREGATOR  
LONG ISLAND CHOICE LICENSE APPLICATION**

1. Business Information

a. Business Name: \_\_\_\_\_

b. Doing Business As (DBA) (Indicate if Same as Above): \_\_\_\_\_

c. Address - Street & Number: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

d. Address - City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

e. Provide the name, telephone number, and address of the person or agent located in New York designated for service of process:

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_

(Street & Number) (State) (Zip)

f. Provide the name and telephone number of the contact person who will respond to questions about this application:

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

g. Do you have any energy affiliates (including subsidiaries) located or operating within New York State?  YES  NO

If you have energy affiliates within New York State, have you provided the information specified in the instructions?  YES  NO

Have you provided the name, address, and contact name for any entity with an ownership interest of 10 percent or more in the company identified in 1a and 1b?  YES  NO

2. **CHECKLIST** The following items must be provided (See License Application Instructions for more details):

a. Have you provided a copy of a completed contact information sheet?  YES

b. Have you provided a copy, and proof of acceptance, of your registration with the NYS Department of State?  YES

c. Have you provided a copy of your disclosure statement(s)?  YES

d. Have you provided a copy of your switching procedures?  YES

e. Have you provided a copy of your signed Operating Agreement with LIPA and the Authority?  YES

f. Have you provided a copy of your standard residential/non-residential customer Agreement(s) or the Agreement with the ESCO your customers will sign?  YES

g. Have you provided a copy of your most recent 2 years certified financial statements?  YES

3. Check below all customer classes you would like to be licensed to serve:

Residential

Nonresidential

Check one of the following:

I will be using my own customer Agreements.

I will be using the Agreements of \_\_\_\_\_ (*ESCO d/b/a Name*).

4. The person signing this application states that she or he is an owner, partner, or officer of the business named on this application and is authorized to file this application, and that the answers in this application are true.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

ATTACHMENT F

LICENSED AGGREGATOR CONTACT INFORMATION

**Please complete each of the sections below:**

**Market Segment:** Please circle choice(s): NON-RESIDENTIAL RESIDENTIAL

ESCO you will aggregate with (if known): \_\_\_\_\_

**INFORMATION TO POST ON LIPA WEBSITE AND IN CONSUMER EDUCATION:**

Contact Department: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Email Address To Receive Historical Use:**

Email Address: \_\_\_\_\_

**Email Address To Send Aggregator Bills and/or Information:**

Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

**License Questions or Information**

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**ATTACHMENT G**

**LI CHOICE  
YEAR 2000 COMPLIANCE**

Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_

Please respond to the following questions regarding how your billing and scheduling system is affected by the date change into the year 2000:

1. Will any date value with either a two- or four-digit year, whether input or calculated, cause interruptions in the normal operation of the item/product?  
 Yes                       No

If yes, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Will any manipulations of calendar-related data (dates, durations, days of the week, etc.) produce incorrect results, regardless of whether the year is specified with two or four digits?  
 Yes                       No

If yes, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Can the full four-digit year be input and displayed?  
 Yes                       No

4. If only a two-digit year is used, can the item/product correctly determine the century for all input and calculated values?  
 Yes                       No

If no, what are the specific limitations?

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5. Will the item/product correctly identify the year 2000 as a Leap Year?

Yes  No

6. Are there any other date-related problems with the item/product?

Yes  No

If yes, please explain.

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7. If the release/model of the item that you are currently using does not contain the functionality, including the time-and-date-related code and internal subroutines, needed for the January 1, 2000 millennium date change and thereafter, do you have a new release that does contain such functionality, or one that will be available?

Yes  No

If yes, please describe the new release and when it will be available.

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Company Name: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Print)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT H**

**SAMPLE PRODUCT LABEL**

<p><b>Generation Price</b> (not applicable to demand meter customers)</p> <p>Average Price per kWh at different levels of use. Prices do not include regulated charges for customer service and delivery</p>	<table border="1" data-bbox="630 436 1383 569"> <tr> <td>Average Use/Month</td> <td>250 kWh</td> <td>500 kWh</td> <td>1000 kWh</td> </tr> <tr> <td>Average Price/kWh</td> <td>3.3 Cents</td> <td>3.3 Cents</td> <td>3.2 Cents</td> </tr> </table> <p>Your average generation price will vary according to when and how much electricity you consume. See your most recent bill for your monthly use and your terms of service for the actual price.</p>	Average Use/Month	250 kWh	500 kWh	1000 kWh	Average Price/kWh	3.3 Cents	3.3 Cents	3.2 Cents
Average Use/Month	250 kWh	500 kWh	1000 kWh						
Average Price/kWh	3.3 Cents	3.3 Cents	3.2 Cents						
<p><b>Summary of Contract Terms</b> (not applicable to demand meter customers)</p>	<p align="center">For example, Fixed price for 1 year</p>								

**Fuel Sources to Generate Electricity**

(to be provided to all customers)

	Historic Long Island Average	Your Estimated Current Purchase <sup>1</sup>
Biomass.....	Less than 1%	x%
Coal.....	0%	x%
Gas .....	40%	x%
Hydro .....	Less than 1%	x%
Nuclear.....	14%	x%
Oil .....	27%	x%
Solar.....	0%	x%
Solid Waste.....	5%	x%
Wind .....	Less than 1%	x%
Unknown External Purchase .....	13%	x%
<hr/>		
Total.....	100%	x%

(Actual total may vary slightly from 100% due to rounding)

<sup>1</sup> Note this column would be included only if the ESCO made an environmental claim for this project.