



Transmission Business Line (TBL)

Draft Business Practice

Application Process for Transmission Service

Effective Date: November XX, 2003

Please review and comment on this business practice by close of business November 25, 2003. In your comments, reference the specific section on which you are commenting. Submit comments by email to: businesspractices@bpa.gov

Customer comments and BPA's Transmission Business Lines' responses to those comments will be posted on or about December 1.

This document defines the process for customers to submit an application for transmission service. This document incorporates and replaces the following posting:

Transmission Business Line's Notification to Limit Contract Terms for both Network Integration (NT) and Long-Term Firm Point-to-Point (PTP) Transmission Service under the Current Open Access Transmission Tariff (FY 1996 - 2001) and the Proposed (new) Open Access Transmission Tariff (FY 2002 - 2003) posted March 16, 2001.

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1. Application Policy

All applications for transmission service are subject to the following rules:

- All long-term firm PTP transmission service requests, short-term firm PTP service requests of one month or longer, and NT requests require a deposit. The deposit requirement applies whether or not the application involves the exercise of a reservation priority under section 2.2 of the Open Access Transmission Tariff (OATT). If the requested date for commencement of short-term service is less than 72 hours after the time that the request is made, the deposit requirement is waived.
- TBL will not accept a transmission request that includes both network and intertie service. Requests for these types of service must be made separately.
- Facsimile (fax) requests for long-term firm transmission service must include a cover page that specifies the number of requests and the number of pages being sent. TBL is not responsible for the failure of fax transmissions.

2. Requests for Long-Term Service

To request long-term service, submit a written application as defined in section 17.1 of the OATT, to:

BY US Postal Service

Bonneville Power Administration
Transmission Marketing and Sales - TM/OPP-2
P.O. Box 61409
Vancouver, WA 98666-1409

By Overnight Express Service:

Bonneville Power Administration
Transmission Marketing and Sales - TM/OPP-2
8100 N.E. Parkway Drive, Suite 50
Vancouver, WA 98662-6742
Required Phone Number (360) 619-6080

In the application, include the information described in Section 5.C regarding the method of application deposit.

Rules for Long-Term Service Requests

Requests for transmission service of one year or longer are subject to the following rules:

- All requests for long-term transmission service must be for a period of 30 years or less from the commencement date of the service. TBL will not accept requests for a period of more than 30 years.
- Requests for long-term transmission service from TBL must be in yearly increments.
- Requests for deferred service (requests with a start date of more than one year after the execution of the contract) require payment of a reservation fee. If the customer requests service to begin within one year of the execution date of the contract and TBL delays service because of a lack of available transfer

capability, no reservation fee will be assessed. If the customer requests a deferral of service for more than 1 year beyond the date of execution of the contract and TBL must further delay the service, the reservation fee will be assessed only for the time period for which the customer requested deferral.

- The non-refundable annual reservation fee is equal to one-month's charge for Long-Term Firm Transmission Service for each year or fraction thereof from the date the contract is executed until the commencement of service. The first year's fee is payable upon execution of the contract.
- Requests involving exercise of a reservation priority under section 2.2 of the OATT must expressly state in the application that the customer is exercising a reservation priority.

3. Requests for Short-Term Service

Requests for short-term transmission service must be made via the TBL OASIS system.

4. Queue Time

A. Long-Term PTP requests and NT Requests

A transmission service request is accepted into the queue when TBL receives a request that includes all the information required by the Tariff and the information regarding the application deposit required by section 5.C of this Business Practice.

B. Short-Term PTP Requests

A transmission service request is accepted into the queue when TBL receives a request that includes all the information required by the OASIS. In order for the request to remain in the queue, within two hours after receipt of the request, TBL must receive the information regarding the application deposit required by section 5.C of this Business Practice. If TBL does not receive this information within two hours, the request will be declined.

C. Receipt of Deposit

The deposit must be received by TBL within 72 hours of the written application (in the case of a long-term request) or the OASIS request (in the case of a short-term request of one month or more that begins later than 72 hours after it was submitted), or the request will be declined. If a banking holiday occurs in the final 24 of the 72 allowed hours, the deadline for receipt of the application deposit will be extended to 96 hours.

5. Transmission Application Deposits

Effective October 1, 2003, in accordance with the Open Access Transmission Tariff (OATT), TBL requires a deposit for Firm Point-To-Point (PTP) Transmission Service pursuant to section 17.3 and for Network Integration Transmission (NT) Service pursuant to section 29.2. TBL has been operating under interim procedures for submission of deposits since October 1, 2003. This Business Practice replaces that interim procedure.

All long-term firm PTP service requests, short-term firm PTP service requests of one month or longer, and NT requests require a deposit. If the requested date for

commencement of short-term service is less than 72 hours after the time stamp of the request, the deposit requirement is waived.

For customers who are prepaying for transmission service, and who submit a request for service prior to making the prepayment for such service, the deposit will be applied to the first prepayment and will be treated consistent with applicable prepayment standards. If the customer has prepaid for transmission service prior to submission of the request for such service, the prepayment will be accepted in lieu of an application deposit.

A. Deposit Amount

For both long-term firm and short-term firm PTP transmission service requests, the Deposit shall be calculated using the long-term transmission rates in effect at the time of the application. During the rate period commencing on October 1, 2003, the rates are as follows:

- ◆ PTP Transmission Service on the FCRTS Network and Delivery facilities: \$1.028/kW/month
- ◆ PTP Transmission Service on Southern Intertie facilities: \$1.176/kW/month
- ◆ PTP Transmission Service on the Montana Intertie: \$1.258/kW/month.

For NT Service, the Deposit shall be calculated based on the BPA approved load forecast for the first month of service using the NT Rate Base Charge in effect at the time of the application. During the rate period commencing on October 1, 2003 that charge is \$1.028/kW/month.

B. Deposit Payment Options

There are two options for payment of the deposit:

1. Electronic Funds Transfer

Instructions for doing an Electronic Funds Transfer (EFT) to BPA can be obtained from your account executive.

Include the following information in a wire transfer:

For a long-term PTP service request or an NT request, after "OBI=" include the words "Transmission Deposit".

For a short-term PTP request, after "OBI=" include the words "Transmission Deposit," and the OASIS-assigned AREF number.

When using the Automated Clearing House (ACH) type of EFT, include the same information in the "memo" field on the transfer.

2. Check

Send all checks to the following address:

Bonneville Power Administration,
File #74038, Unit 5190
c/o Bank of America Lockbox Services
1455 Market Street
San Francisco, CA 94103-1308

Phone Number: 415-436-4313 (required for FedEx deliveries)

Include the words "Transmission Deposit" and the following information on the check:

For a long-term PTP service request or NT request, include the request date. If the request is being made under an existing contract include the contract number.

For a short-term PTP request, include the AREF number, the contract number, and the date of the request.

Checks must be sent via overnight mail for TBL to receive the deposit within the 72-hour window. See section C for more details. Write "File # 74038" on the airbill and on all contents of the package.

C. Information Required Regarding Application Deposit

1. Long-Term PTP and NT Requests:

The following deposit information is required for the application to be accepted into the queue:

- * If paying by wire transfer through the Fedwire system, the Fedwire reference number, the date and amount
- * If paying by ACH, the trace number, date, and amount
- * If paying by check, a copy of the check
- * If the customer has already prepaid for at least the first month of the transmission service, state that with the application and indicate the date and method of the prepayment

2. Short-Term PTP Service

TBL must receive an email to transmissiondeposits@bpa.gov within two hours after the request is entered via OASIS providing the following information (If the e-mail box is not working, fax the information to 360-418-8207:

- * Customer Name,
- * OASIS-assigned AREF,
- * Deposit Payment Method Information,
 - Fed reference number, wire transfer date and amount, or
 - ACH date, amount, and trace number,
 - Check number and amount, or
 - Prepayment already made, and date and method of prepayment
- * Contact name and phone number.

If the e-mail specifying the above information is not received within two hours after the request is submitted on OASIS, the request will be "declined". The comment field will note "Application Incomplete - Deposit Information Not

Received”. If the required email is received after two hours have elapsed, the customer still must resubmit the transmission request. Queue time will be based on the receipt of the new request, and the customer must resubmit the deposit information within two hours of the new request for the request to remain in the queue.

D. Deposit Treatment

If a service agreement is executed and transmission service is provided pursuant to the transmission request, TBL will refund the deposit when service commences. If TBL declines or refuses an application or the customer withdraws the application, the deposit will be returned with interest. When a long-term PTP service application is rejected or withdrawn, a processing fee of \$2500 will be deducted from the deposit to cover the TBL costs of processing the application. If service is deferred or a system impact study is required, TBL will retain the deposit until service commences or the request is withdrawn or rejected.

TBL will calculate interest up to the issue date of the refund and will include the interest in the refund amount. Interest will be calculated at the FERC rate. Interest will be paid on all deposits that are held for 24 hours or longer. No interest will be paid on deposits held less than 24 hours.

Related TBL Business Practices:

Extension for Commencement of Service

Creditworthiness

Right of First Refusal