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May 26, 2006

Illona A. Jeffcoat-Sacco, Executive Secretary
North Dakota Public Service Commission
State Capitol Building, Dept. 408
600 East Boulevard
Bismarck, ND 58505-0480

RE: ND Vacant Rental Property Agreement Tariff

Dear Ms. Jeffcoat-Sacco:

Enclosed is an application for a new set of tariffs and forms to facilitate improved understanding of the rules, responsibilities, and process related to billing for electric and/or natural gas service for billing periods when there is no tenant occupying residential rental property.

We believe this action will significantly improve the level of satisfaction both property owners and tenants have with our service, and reduce the number of complaints produced by the current process.

If you have any questions please feel free to call me at 701-241-8632 or John Bartunek at 612-330-6138.

Sincerely

A handwritten signature in blue ink that reads 'David H. Sederquist'.

DAVID H. SEDERQUIST
SR. CONSULTANT, REGULATION & FINANCE
NORTHERN STATES POWER CO. D/B/A XCEL ENERGY

STATE OF NORTH DAKOTA
BEFORE THE
NORTH DAKOTA PUBLIC SERVICE COMMISSION

Anthony T. Clark
Susan E. Wefald
Kevin Cramer

President
Commissioner
Commissioner

IN THE MATTER OF THE PETITION OF
NORTHERN STATES POWER COMPANY
D/B/A XCEL ENERGY PETITION FOR
APPROVAL OF ELECTRIC AND
NATURAL GAS “RESIDENTIAL BILLING
OF VACANT RENTAL PROPERTY”
TARIFFS.

CASE NO. PU-06-____

PETITION

INTRODUCTION

Pursuant to North Dakota Century Code 49.02.03 and related Commission Rules, Northern States Power Company d/b/a Xcel Energy (“Xcel Energy” or “Company”) hereby submits to the North Dakota Public Service Commission (“Commission”) a petition for approval of a new “Residential Billing of Vacant Rental Property” tariff and associated agreements including

- *Residential Billing of Vacant Rental Property Agreement,*
- *Residential Tenant Authorization Form for Tenant or Landlord to Start Service,* and
- *Residential Tenant Authorization Form for Tenant or Landlord to Stop Service.*

The new tariffs clearly establish the rules, responsibilities and process related to billing of electric and/or natural gas service for periods of time when there is no tenant occupying residential rental property. The *Residential Billing of Vacant Rental Property Agreement* is a contract between Xcel Energy and a landlord or property manager. The purpose of the agreement is to clearly define what party is responsible for bills for any electric or natural gas service being provided while there is no tenant occupying a residential rental property.

General Filing Information

Xcel Energy provides the following general application information:

Utility Employee Responsible for Filing
David H. Sederquist

Sr. Consultant, Regulation & Financial Analysis
Northern States Power Co. d/b/a Xcel Energy
2302 Great Northern Drive, PO Box 2747
Fargo, North Dakota 58108-2747
(701) 241-8632

Name, Address, and Telephone Number of Utility Attorney

Christopher B. Clark
Assistant General Counsel
Xcel Energy Services Inc.
800 Nicollet Mall, Suite 2900
Minneapolis, Minnesota 55402
(612) 215-4593

Date of Filing and Date Modified Rates Take Effect

This Petition is being filed on May 26, 2006. Xcel Energy requests authority to implement the proposed tariff as soon as practical after approval.

DESCRIPTION AND PURPOSE OF FILING

Background

Xcel Energy's current North Dakota tariffs do not adequately address rental property billing conflicts that often arise between landlord and tenant when a tenant moves out but service continues to be provided. This situation has caused confusion and disputes over billings between Xcel Energy, tenants, and landlords. For example, when a tenant notifies the Company that service should be discontinued and it happens to be prior to the expiration of the lease (whether or not this has been agreed to by the landlord), landlords have sometimes refused to pay for usage that occurs from the tenant-provided termination date to the end of the lease. Under such circumstances, Xcel Energy has strived to work with tenants and landlords to determine who is responsible for payment of service. However, if and when that fails, the Company is often forced to write-off the bill as a bad debt, which contributes to higher costs for all customers.

Currently, the Company utilizes a Revert to Owner ("RTO")¹ process in an attempt to clarify and/or assign utility bill responsibility for vacant rental premises. This process requires either Xcel Energy to proactively inform landlords of the potential billing conflicts and the eventual transfer of the account and its balance to the landlord (hence the term "revert to owner"), or landlords must make contact with Xcel Energy (typically with a billing question) at which time the RTO process is offered as a potential solution. The landlord has the option to participate in the RTO process or not.

¹ With the proposed tariff, the name for this option will be changed to Automatic Turn On ("ATO")

If the landlord chooses to apply RTO status to the account, electric and/or natural gas service remains active and the billing name and address transfers to the landlord whenever a tenant moves out. The RTO landlord is not assessed the normal \$10.00 Service Processing Charge associated with the account transfer. However, the future tenant will be assessed the Service Processing Charge when they assume service.

When a landlord chooses not to subscribe to the RTO process, there are two potential outcomes: 1) Electric or natural gas service would continue to be provided between the dates the existing tenant moves out and the new tenant assumes service, allowing the landlord to have utility service in the rental unit. In this case neither the old tenant nor the landlord is billed for the usage because neither is the customer of record. As a result, the cost of the service provided ends up being borne by all ratepayers; 2) The landlord can request Lock On Disconnect (“LOD”) status on the service, whereby Xcel Energy must visit the site to physically disconnect service to the unit when the existing tenant leaves. Service to the unit is terminated on the date the tenant moves out, and no service is provided until the date a new tenant moves in. In areas where Xcel Energy has both natural gas and electric service, this option requires four or more service trips to the premise to initially disconnect and later reconnect both electric and gas services. Currently, there are no charges provided in the tariff for this type of disconnect and reconnect activity.

Xcel Energy believes the proposed tariff change is in the public interest because it will spell out the tenant service start/stop process, explain the relationship between the tenant (user) and Xcel Energy, enhance customer satisfaction with tenants and landlords, and reduce the costs of unrecovered usage during periods of tenant vacancies. Additionally, having this process more explicitly defined through a tariff will help customers understand the process and clarify the requirements of the program from the beginning. We have worked to incorporate suggestions of various parties in creating these revised tariffs, and have developed a tariff and set of agreement forms that we believe are in the best interests of all involved. On October 12, 2004, Xcel Energy filed this tariff with the Minnesota Public Utilities Commission. Since then, the Company has met and communicated numerous times with various advocacy and professional associations including the Minnesota Office of the Attorney General, the Legal Aid Society of Minneapolis, and the Minnesota Multi-Housing Association to discuss and review the proposed tariff, and obtain input as to the most effective way to address certain utility billing issues relating to rental property.

Description of the Proposed Tariff

Because of the administrative inefficiencies and ongoing conflicts inherent in the current process, Xcel Energy proposes the following to improve the service start/stop process, clarify the legal relationship between the user and Company, improve customer satisfaction, and minimize billing problems:

1. The tariff reference will be *Residential Billing of Vacant Rental Property* to clarify that the tariff applies only to residential rental units.
2. A *Residential Billing of Vacant Rental Property Agreement* (“VRPA”) template has been developed to ensure clarification of landlord/tenant responsibility for payment of energy used, a weatherization impact notice, and formatting changes to reference contact information.
3. A *Residential Tenant Authorization Form for Tenant or Landlord to Start Service* (“Start Service Form”) and *Residential Tenant Authorization Form for Tenant or Landlord to Stop Service* (“Stop Service Form”) have been developed to allow tenants to authorize landlords to notify the Company to start and/or stop electric or natural gas service on their behalf.
4. The tenant always retains the right to directly contact Xcel Energy at any time and inform the Company to start or stop service.
5. The current Revert To Owner or RTO terminology has been renamed “Automatic Turn On (“ATO”) to avoid confusing the RTO acronym with other utility terms.
6. Charges for multiple meters scheduled for disconnection or reconnection on the same service trip to the same building will be limited to the same charge as that for a single meter.
7. If the Lock On Disconnect (“LOD”) option is in force, the Service Processing Charge will be waived if the landlord requests service reconnection in order to prepare the rental unit for the next tenant.
8. Cancellation of either the ATO or LOD options may be invoked for related premises if a landlord’s account becomes delinquent.

Initially, landlords and property managers will be asked to sign the VRPA and select between the ATO option and the LOD option. Basically, the ATO Option keeps the utility service active when the tenant moves out and transfers responsibility to the landlord for the service provided. Under the LOD Option, service is disconnected when the tenant moves out. If a landlord declines to sign the VRPA and select the ATO Option, their tenants’ accounts will be defaulted to the LOD Option.

If the ATO option is selected, the landlord will identify in writing the properties to be included. Xcel Energy would maintain service to the designated rental units and bill the landlord during periods of tenant vacancies at the landlord’s listed addresses. In consideration for this agreement, Company will not assess the landlord the normal Service Processing Charge. The landlord accepts responsibility for payment of all vacant premise billings during periods of vacancy.

As is the case with the ATO option, if the LOD option is selected, the landlord will identify in writing the properties to be included. Under this option, however, service will be disconnected when a tenant moves out and reconnected when new service is requested. When the Company is notified of a service change, the landlord will be assessed a \$20.00 charge at the time of disconnection of electric service, and a \$20.00 charge at the time of

reconnection of electric service. For natural gas service, there is a \$40.00 charge at the time of disconnection of service, and a \$65.00 charge at the time of reconnection of service.

Under either the ATO or LOD option, if a landlord's accounts become delinquent, the ATO or LDO status selected for the affected accounts may be cancelled.

Because the VRPA will be a Company record governing utility billing for the properties, accurate and current information is imperative to insure no interruption of service and accurate billings. Original contracts, contract changes due to sale or transfer of ownership of facilities, and changes of option selected, must be faxed or mailed to the Company. If contract change information is not promptly communicated, billing may revert to the user of record and/or the landlord may be assessed Late Payment Charges. The landlord is encouraged to submit changed contract information to the Company within three business days.

As the tenant is considered the user of the service and is responsible for paying the utility bill, they retain the right to start and/or stop service by notifying the Company. Alternatively, the tenant may sign a "Tenant Authorization Form for Tenant or Landlord to Start Service" and/or a "Residential Tenant Authorization Form for Tenant or Landlord to Stop Service" to authorize the landlord to start/stop service on their behalf. The use of this form is not required by the tariff. The purpose of these forms is to simplify the start/stop process and by clarifying the process minimize future billing problems between the tenant, landlord, and Xcel Energy. The forms clearly indicate the tenant may also contact Xcel Energy to start or stop their service on their own.

If discrepancies arise pertaining to when the tenant actually vacated the rental unit, either the landlord and/or tenant may be required to submit an affidavit attesting to proof of user of service. Signed and dated tenant move-out documentation may also be requested from the landlord and/or tenant.

Implementation Plan

Xcel Energy intends to initially implement the tariff with residential landlords who already have current RTO contracts. After existing landlords are contacted and information updated, the Company will identify and contact as many other as landlords as is practicable.

Because of the number of existing rental properties and landlords, we believe the program will take significant time to roll out but we believe this process will allow for effective communication with these customers. This managed rollout process will minimize landlord and tenant complaints and allow time to work through any individual issues that may arise.

Currently, there are approximately 300 existing landlord contracts in North Dakota and approximately 5,000 known landlords. In order to manage the process and minimize complaints, a team has been established to work with landlords. Xcel Energy plans to mail approximately 320 contracts per week. This process of proactively contacting landlords is

expected to take approximately 4 months. Each landlord will receive a mailing that includes a letter explaining the tariff, a Frequently Asked Questions document that details the options, and copies of the forms to be signed by the landlord and returned to Xcel Energy. While the formal rollout is designed to help manage landlord expectations, if a landlord contacts the Company directly for tariff information, we will gladly process their request.

The first group of landlords to receive the mailing will be those with a Lock-on-Disconnect contract (approximately 180 landlords). We believe it will take additional time to work with this customer segment to explain the program changes, as their meters will be locked during periods of tenant vacancy.

The next group to receive the mailing will be landlords with existing landlord agreements. Then, all of the remaining known landlords will be contacted.

Based on customer input and Company experience, Xcel Energy believes a similar opportunity exists for a Commercial and Industrial (C&I) rental unit tariff. The Company is considering plans to modify those tariffs pending a review of both the C&I landlord market needs and the ultimate impact of the proposed Residential tariff.

Proposed Tariff Sheets

The following attachments are submitted with this application:

- Schedule A -- Proposed tariffs (p.1-2 electric and p. 3-4 gas);
- Schedule B -- VRPA form (p. 1 electric and p. 2 gas);
- Schedule C -- VRPA Property List form (p. 1 electric and p. 2 gas)
- Schedule D -- Start Service form (p. 1 electric and p. 2 gas);
- Schedule E -- Stop Service form (p. 1 electric and p. 2 gas);

Schedules B, C, D, and E will be included in Section 3 of the General Rules and Regulations in the Company's electric North Dakota tariff book, and Section 6 (General Rules and Regulations) of the Company's natural gas tariff book.

CONCLUSION

The Company respectfully requests that the Commission approve this miscellaneous tariff filing which will improve the tenant service start/stop process, clarify the relationship between the tenant (user) and Xcel Energy, increase customer satisfaction among tenants and landlords, and reduce general ratepayer subsidization of costs of unbilled usage during periods of tenant vacancies.

Dated: May 25, 2006

Northern States Power Company d/b/a Xcel Energy

By: *Kent T. Larson*
KENT T. LARSON *by NLS.*
VICE PRESIDENT, CUSTOMER AND COMMUNITY RELATIONS

Northern States Power Company d/b/a Xcel Energy
Minneapolis, Minnesota 55401
NORTH DAKOTA ELECTRIC RATE BOOK - NDPSO NO. 2

GENERAL RULES AND REGULATIONS (CONTINUED)

Section No.
Original Sheet No. 81.3

RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY

All Landlords and property managers responsible for residential rental units shall sign a *Residential Billing of Vacant Rental Property Agreement* and select either the Automatic Turn On (ATO) option or the Lock On Disconnect (LOD) option. If a landlord/property manager declines to sign a *Residential Billing of Vacant Rental Property Agreement*, or select either one of the ATO or LOD options, their accounts will be defaulted to the LOD option. The landlord/property manager may change their selection by written notice to the Company at any time. If a landlord/property manager's account becomes delinquent, the *Residential Billing of Vacant Rental Property Agreement* may be canceled for the affected buildings only.

AUTOMATIC TURN ON OPTION (ATO)

If the landlord/property manager selects the ATO option, the Company shall bill the landlord/property manager for electric service in unoccupied rental unit(s) during periods of tenant vacancies. Under this option, the Service Connection Charge applicable to customer account name changes will not be applied. Electric service for vacant rental unit(s) will remain in the landlord/property manager's name until 1) a new tenant becomes the customer of record 2) the landlord/property manager (as agent for the tenant) applies for service, or 3) the landlord/property manager submits a request to cancel the ATO option in its entirety. If the ATO option is in effect, billings shall be the responsibility of the landlord/property manager if a new tenant occupies the rental unit but fails to apply for service.

LOCK ON DISCONNECT OPTION (LOD)

If the landlord/property manager selects the LOD option, service in rental unit(s) will be disconnected when the Company is notified that the tenant has vacated the property. Service in rental unit(s) will be reconnected when there is a new service request. For each LOD service, the landlord/property manager will be charged up to \$20.00 for the disconnection or reconnection of either a single meter or multiple electric meters that are disconnected or reconnected on the same service trip to the same building. If the meter is unlocked to allow for preparation of the rental unit prior to a new tenant moving in, the landlord/property manager will not be assessed the Service Connection Charge but will be responsible for payment of all other Company services until the new tenant assumes service in their name.

START/STOP SERVICE NOTIFICATION

Tenant has the right to start or stop service in rental unit(s) by notifying the Company. Alternatively, the tenant may start or stop service in rental unit(s) by completing a "*Residential Tenant Authorization Form for Tenant or Landlord to Start Service*" and/or a "*Residential Tenant Authorization Form for Tenant or Landlord To Stop Service*" which authorizes the landlord/property manager to start or stop rental unit(s) service in tenant's name. Under the terms of this form, the tenant is the user of the service in rental unit(s) and is responsible for payment of all Company services from the Service Start Date through the Service Stop Date, which are selected and communicated by the tenant to the landlord/property manager. The tariff does not require tenants or landlords/property managers to use this form.

(Continued on Sheet E-86.21)

Date Filed: 05-26-06

By: Kent T. Larson

Effective Date:

Vice President, Customer & Community Relations

Case No.

Order Date:

N

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Northern States Power Company d/b/a Xcel Energy
Minneapolis, Minnesota 55401
NORTH DAKOTA ELECTRIC RATE BOOK - NDPSO NO. 2

GENERAL RULES AND REGULATIONS (CONTINUED)

Section No.
Original Sheet No. 81.31

RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY

As stated in the *Residential Tenant Authorization Form for Tenant or Landlord to Start Service* and *Residential Tenant Authorization Form for Tenant or Landlord to Stop Service*, if the tenant fails to notify the Company or the landlord/property manager of the Service Stop Date, they will be responsible for all Company charges. If the tenant completes either form, the landlord/property manager is to fax the Form to the Company within one business day. If discrepancies arise pertaining to when the tenant actually left, either the landlord and/or tenant may be required to submit an affidavit attesting to proof of user of service in rental unit(s). Other acceptable documents such as signed and dated tenant move-out documentation may be requested from the landlord and/or tenant.

RENTAL PROPERTY OWNERSHIP CHANGES

Changes to either the ATO option or LOD option due to sale or transfer of ownership of facilities must be communicated to the Company in writing within three business days to avoid possible Late Payment Charges or other billing issues. The user of the energy is the person responsible for the payment of the energy bill. Non-energy usage issues are between the tenant and the landlord/property manager.

Date Filed: 05-26-06

By: Kent T. Larson
Vice President, Customer & Community Relations

Effective Date:

Case No.

Order Date:

N

N

Northern States Power Company d/b/a Xcel Energy
Minneapolis, Minnesota 55401
NORTH DAKOTA GAS RATE BOOK - NDPSO NO. 2

GENERAL RULES AND REGULATIONS (CONTINUED)

Section No. 6
Original Sheet No. 11.1

RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY

All Landlords and property managers responsible for residential rental units shall sign a *Residential Billing of Vacant Rental Property Agreement* and select either the Automatic Turn On (ATO) option or the Lock On Disconnect (LOD) option. If a landlord/property manager declines to sign a *Residential Billing of Vacant Rental Property Agreement*, or select either one of the ATO or LOD options, their accounts will be defaulted to the LOD option. The landlord/property manager may change their selection by written notice to the Company at any time. If a landlord/property manager's account becomes delinquent, the *Residential Billing of Vacant Rental Property Agreement* may be canceled for the affected buildings only.

AUTOMATIC TURN ON OPTION (ATO)

If the landlord/property manager selects the ATO option, the Company shall bill the landlord/property manager for electric service in unoccupied rental unit(s) during periods of tenant vacancies. Under this option, the Service Connection Charge applicable to customer account name changes will not be applied. Electric service for vacant rental unit(s) will remain in the landlord/property manager's name until 1) a new tenant becomes the customer of record 2) the landlord/property manager (as agent for the tenant) applies for service, or 3) the landlord/property manager submits a request to cancel the ATO option in its entirety. If the ATO option is in effect, billings shall be the responsibility of the landlord/property manager if a new tenant occupies the rental unit but fails to apply for service.

LOCK ON DISCONNECT OPTION (LOD)

If the landlord/property manager selects the LOD option, service in rental unit(s) will be disconnected when the Company is notified that the tenant has vacated the property. Service in rental unit(s) will be reconnected when there is a new service request. For each LOD service, the landlord/property manager will be charged up to \$40.00 for the disconnection and \$65.00 for the reconnection of either a single meter or multiple electric meters that are disconnected or reconnected on the same service trip to the same building. If the meter is unlocked to allow for preparation of the rental unit prior to a new tenant moving in, the landlord/property manager will not be assessed the Service Connection Charge but will be responsible for payment of all other Company services until the new tenant assumes service in their name.

START/STOP SERVICE NOTIFICATION

Tenant has the right to start or stop service in rental unit(s) by notifying the Company. Alternatively, the tenant may start or stop service in rental unit(s) by completing a "*Residential Tenant Authorization Form for Tenant or Landlord to Start Service*" and/or a "*Residential Tenant Authorization Form for Tenant or Landlord To Stop Service*" which authorizes the landlord/property manager to start or stop rental unit(s) service in tenant's name. Under the terms of this form, the tenant is the user of the service in rental unit(s) and is responsible for payment of all Company services from the Service Start Date through the Service Stop Date, which are selected and communicated by the tenant to the landlord/property manager. The tariff does not require tenants or landlords/property managers to use this form.

(Continued on Sheet E-86.21)

Date Filed: 05-26-06

By: Kent T. Larson

Effective Date:

Vice President, Customer & Community Relations

Case No.

Order Date:

N

N

Northern States Power Company d/b/a Xcel Energy
Minneapolis, Minnesota 55401
NORTH DAKOTA GAS RATE BOOK - NDPSC NO. 2

GENERAL RULES AND REGULATIONS (CONTINUED)

Section No. 6
Original Sheet No. 11.11

RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY

As stated in the *Residential Tenant Authorization Form for Tenant or Landlord to Start Service* and *Residential Tenant Authorization Form for Tenant or Landlord to Stop Service*, if the tenant fails to notify the Company or the landlord/property manager of the Service Stop Date, they will be responsible for all Company charges. If the tenant completes either form, the landlord/property manager is to fax the Form to the Company within one business day. If discrepancies arise pertaining to when the tenant actually left, either the landlord and/or tenant may be required to submit an affidavit attesting to proof of user of service in rental unit(s). Other acceptable documents such as signed and dated tenant move-out documentation may be requested from the landlord and/or tenant.

RENTAL PROPERTY OWNERSHIP CHANGES

Changes to either the ATO option or LOD option due to sale or transfer of ownership of facilities must be communicated to the Company in writing within three business days to avoid possible Late Payment Charges or other billing issues. The user of the energy is the person responsible for the payment of the energy bill. Non-energy usage issues are between the tenant and the landlord/property manager.

N

Date Filed: 05-26-06

By: Kent T. Larson
Vice President, Customer & Community Relations

Effective Date:

Case No.

Order Date:

RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY AGREEMENT

Landlord Company Name _____			
Landlord Contact	Last Name _____	First Name _____	
Title _____	Telephone _____	Email _____	
Contact Address _____			
City, State, Zip Code _____			

Management Company Name (if applicable) _____			
Management Company Contact	Last Name _____	First Name _____	
Title _____	Telephone _____	Email _____	
Contact Address _____			
City, State, Zip Code _____			

Billing Address _____	
City, State, Zip Code _____	

Description of Residential Billing of Vacant Rental Property Agreement Options

<p>Automatic Turn On Option</p> <p>As landlord/property manager ("Landlord") for the following properties, I hereby request service pursuant to the Northern States Power Company d/b/a Xcel Energy Residential Billing of Vacant Rental Property Tariff under which Xcel Energy will provide and bill rental unit(s) electric and/or gas service during periods of tenant vacancy, as notified by either Tenant or Landlord (if the Tenant has signed the "Residential Tenant Authorization Form for Tenant or Landlord to Start Service" or the "Residential Tenant Authorization Form for Tenant or Landlord to Stop Service"). Landlord accepts responsibility for payment of all Xcel Energy electric and/or gas billings for rental unit(s) during periods of vacancy for the following addresses.</p> <p>In consideration for this service, the Service Connection (Processing) Charge for these rental units will not be assessed to the Landlord. Accurate and current information is imperative to insure no interruption of service. Failure to notify Xcel Energy in writing of the sale or ownership transfer of facilities within three business days may result in Late Payment Charges and/or billing may revert to the Landlord of record. The Agreement must be fully completed and faxed (1-800-892-0343) or mailed (Xcel Energy, Attn: Landlord Agreement Team, PO Box 8, Eau Claire, WI 54702-0008) to waive the Service (Processing) Connection Charge. The Service Connection (Processing) Charge will not be waived in cases of non-payment of services.</p>

<p>Lock on Disconnect Option (DEFAULT)</p> <p>As a landlord/property manager ("Landlord") for the following properties, I hereby request service pursuant to the Northern States Power Company d/b/a Xcel Energy Billing of Vacant Rental Property tariff. Service(s) will be disconnected when Xcel Energy is notified the Tenant has vacated the rental unit. Service(s) will be reconnected when there is a new service request. Landlord will be assessed disconnect and reconnect charges for these facilities. If the meter is reconnected to prep the rental unit prior to the new tenant moving in, the Landlord will not be assessed the Service Connection (Processing) Charge but will be responsible for payment of all Xcel Energy services until the new tenant assumes service in their name. Landlord is advised that unless the facility is properly weatherized for all conditions, the Lock on Disconnect option may endanger health and/or result in property damage.</p> <p>Accurate and current information is imperative to insure no interruption of service. Failure to notify Xcel Energy in writing of the sale or ownership transfer of facilities within three business days may result in Late Payment Charges and/or billing may revert to the Landlord of record. The Agreement must be fully completed and faxed (1-800-892-0343) or mailed (Xcel Energy, Attn: Landlord Agreement Team, PO Box 8, Eau Claire, WI 54702-0008).</p>
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The service is subject to Company's General Rules and Regulations. Company reserves the right to make changes from time-to-time in the administration of this service and may choose to discontinue this service upon approval of the state regulatory commission. Company will notify participating Landlords of any changes to the tariff. Upon written notice, either party may terminate the agreement.

Landlord/Property Manager Contact (Printed) _____ Date _____ Phone () _____
Signature _____ Title _____ Email _____



RESIDENTIAL PROPERTIES INCLUDED IN THE RESIDENTIAL BILLING OF VACANT RENTAL PROPERTY AGREEMENT

Landlord will select one of the following options to apply during times of tenant vacancy for each of their buildings. Please fax (1-800-892-0343) or mail (Xcel Energy, Attn: Landlord Agreement Team, PO Box 8, Eau Claire, WI 54702-0008) this page with the completed Residential Billing of Vacant Rental Property Agreement. Additional addresses may be included on a separate page.

Automatic Turn On (ATO) Option - Landlord accepts responsibility for payment of utility bills and authorizes Xcel Energy to place the following rental unit(s) electric and/or gas services in the Landlord's name during periods of tenant vacancies. Landlord will not be assessed the Service Connection (Processing) Charge for these units.

Lock on Disconnect (LOD) Option (DEFAULT) – Landlord agrees that service(s) will be disconnected when Xcel Energy is notified the Tenant has vacated the property. Service(s) will be reconnected when there is a new service request. Landlord will be assessed disconnect and connect charges. If the meter is unlocked to prep the rental unit prior to the new tenant moving in, the Landlord/Property Manager will not be assessed the Service Connection (Processing) Charge but will be responsible for payment of all other Xcel Energy services until the new tenant assumes service in their name. Landlord is advised that unless the facility is properly weatherized for all conditions, the Lock on Disconnect option may endanger health and/or result in property damage.

New <input type="checkbox"/> Delete <input type="checkbox"/> ATO <input type="checkbox"/> LOD <input type="checkbox"/> Date of Effective Change ___/___/___ Building Name _____ Address _____ City State Zip _____ Management Company _____ Telephone Number _____ Contact _____ Email _____
New <input type="checkbox"/> Delete <input type="checkbox"/> ATO <input type="checkbox"/> LOD <input type="checkbox"/> Date of Effective Change ___/___/___ Building Name _____ Address _____ City State Zip _____ Management Company _____ Telephone Number _____ Contact _____ Email _____
New <input type="checkbox"/> Delete <input type="checkbox"/> ATO <input type="checkbox"/> LOD <input type="checkbox"/> Date of Effective Change ___/___/___ Building Name _____ Address _____ City State Zip _____ Management Company _____ Telephone Number _____ Contact _____ Email _____
New <input type="checkbox"/> Delete <input type="checkbox"/> ATO <input type="checkbox"/> LOD <input type="checkbox"/> Date of Effective Change ___/___/___ Building Name _____ Address _____ City State Zip _____ Management Company _____ Telephone Number _____ Contact _____ Email _____
New <input type="checkbox"/> Delete <input type="checkbox"/> ATO <input type="checkbox"/> LOD <input type="checkbox"/> Date of Effective Change ___/___/___ Building Name _____ Address _____ City State Zip _____ Management Company _____ Telephone Number _____ Contact _____ Email _____

Landlord Company _____ Date _____ Phone () _____

Contact Name (Printed) _____ Signature _____

For Xcel Energy use only

Form BVRPA04062006

Date received _____

Billing of Vacant Rental Property Agreement Number _____



RESIDENTIAL TENANT AUTHORIZATION FORM FOR TENANT OR LANDLORD TO START SERVICE

Tenant Instructions: Please read and complete the following:

1. The Tenant is responsible for payment of all electric and/or gas service used from the START date until Xcel Energy is notified to STOP such service. You may also contact Xcel Energy to START or STOP service at 1-800-895-4999, fax (1-800-892-0343), xcelenergy.com, or landlordagreement@xcelenergy.com.
2. By completing this form, you authorize the landlord/property manager to notify Xcel Energy to START your rental unit electric and/or gas service at the address listed below.
3. You should retain a copy of this form for your records.

BOX A: START Service Date ___/___/___	Date Form Completed ___/___/___
--	--

BOX B: Tenant Last, First, and Middle Name _____ _____ email _____ email _____	Other Adult(s) Residing in the Unit (optional) (Last, First, and Middle Name) _____ _____ email _____ email _____
---	--

Box C:	
Rental Address this START form Applies to: _____ Unit _____	
City _____	State ___ Zip _____
Landlord Company Name _____ Landlord Contact _____	
Landlord Contact Phone _____	

NOTE: Tenant will receive utility bills at the above address. Indicate an alternate billing mailing address if appropriate:	
Address _____ Unit _____ City _____ State ___ Zip _____	

Box D:	
Tenant Current Address if Different than Box C: _____ Unit _____	
City _____	State ___ Zip _____
Contact Telephone _____	
Should we STOP Xcel Energy service at this address? NO <input type="radio"/> YES <input type="radio"/> Date Effective ___/___/___	

Note: By providing your email, you are granting Xcel Energy permission to electronically communicate with you regarding your rental electric and/or gas service. Xcel Energy does not sell or rent customer contact information to any outside organization. Xcel Energy will notify the Tenant if the Landlord has notified Xcel Energy to START service. Xcel Energy will notify the Landlord if the Tenant has notified Xcel Energy to START service.

Landlord Instruction: Fax (1-800-892-0343) completed Authorization Form within one business day or mail to Xcel Energy, Attn: Landlord Agreement Team, PO Box 8, Eau Claire, WI 54702-0008

For Xcel Energy use only
Date received _____

Form TA04062006
Owner ID _____



RESIDENTIAL TENANT AUTHORIZATION FORM FOR TENANT OR LANDLORD TO STOP SERVICE

Tenant Instructions: Please read and complete the following:

1. The Tenant is responsible for payment of all electric and/or gas service used from the START date until Xcel Energy is notified to STOP such service. You may also contact Xcel Energy to START or STOP service at 1-800-895-4999, fax (1-800-892-0343), xcelenergy.com, or landlordagreement@xcelenergy.com.
2. By completing this form, you authorize the landlord/property manager to notify Xcel Energy to STOP your rental unit electric and/or gas service at the address listed below.
3. You should retain a copy of this form for your records.

BOX A: STOP Service Date ___/___/___

Date Form Completed ___/___/___

BOX B: Tenant Last, First, and Middle Name

**Other Adult(s) Residing in the Unit (optional)
(Last, First, and Middle Name)**

email _____
email _____

email _____
email _____

Box C:

Rental Address this STOP form Applies to: _____ **Unit** _____

City _____ **State** ____ **Zip** _____ **Tenant Telephone** _____

Landlord Company Name _____ **Landlord Contact** _____

Landlord Contact Phone _____

Box D:

Tenant Forwarding or New Address: _____ **Unit** _____

City _____ **State** ____ **Zip** _____ **Contact Telephone** _____

Should we START Xcel Energy service at this address? NO YES **Date Effective** ___/___/___

Note: By providing your email, you are granting Xcel Energy permission to electronically communicate with you regarding your rental electric and/or gas service. Xcel Energy does not sell or rent customer contact information to any outside organization. Xcel Energy will notify the Tenant if the Landlord has notified Xcel Energy to STOP service. Xcel Energy will notify the Landlord if the Tenant has notified Xcel Energy to STOP service.

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