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April 6, 2020

Steve Kahl
Director of Administration/Executive Secretary
North Dakota Public Service Commission
State Capitol
600 East Boulevard, Dept. 408
Bismarck, ND 58505-0408

RE: Otter Tail Power Company intent to Waive Late Payment Fee Provision of the Company's General Rules and Regulations Tariff Section 4.10

Dear Mr. Kahl:

Otter Tail Power Company (Otter Tail or the Company) hereby advises the North Dakota Public Service Commission (Commission) that Otter Tail has deviated from its General Rules and Regulations Tariff Section 4.10 and is waiving the late payment charge provision provided under this tariff effective March 19, 2020.

Otter Tail's Tariff Section 4.10 allows the Company to assess a late payment charge to customers that have been delinquent more than once during the last 12 consecutive months, with an unpaid balance more than \$5.00. The late payment charge per monthly billing period is 1) 1.5% per month (18% per year), or 2) \$1.00, whichever is greater. This late payment charge would normally be assessed during the customer's next billing period and appears on the customer's bill. Otter Tail is waiving the application of the late payment charge to our Residential and Small Commercial customers that may be experiencing undue hardships due to the recent COVID-19 pandemic. The Company will continue to waive the application of late payment charges for these customers for the duration of the U.S. President's Proclamation of a National Emergency (issued March 13, 2020) or until the COVID-19 related hardships impacting Otter Tail's customers diminishes. Otter Tail will advise the Commission of the reinstatement of the late payment charges prior to implementation.

Please respond with a letter of acceptance to Otter Tail's waiving the late payment fee provision under the General Rules and Regulations Tariff Section 4.10 during this COVID-19 pandemic.

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Otter Tail appreciates the Commission and other utilities working together as we navigate this challenge. An electronic copy is being sent to ndpsc@nd.gov and an original and seven (7) copies of this filing have been sent by U.S. mail.

Please contact me at (218) 739-8475, or bgerhardson@otpc.com, should you have any questions.

Sincerely,

/s/ BRUCE GERHARDSON
Bruce Gerhardson
Vice President, Regulatory Affairs

cjh
By electronic filing
c: Service List