

Trans  ***Gas***

Shipper

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Daily vs Monthly Shipper Accounts

Daily Account

- Main account showing the summary of your daily transactions (receipts, deliveries, storage, trades, etc)
- Used to calculate your tolerance
- Your monthly account will eventually roll into your daily account

Monthly Account

- Summary of any measurement changes that happened more than 5 days ago.
- Will only include meters that had measurement changes and will show the difference between the original measurement and new measurement.
- CSO monthly reallocations will occur in the monthly account.

Shipper Account – Updated Measurement

- The Daily Shipper Account will be updated for any measurement for 5 days prior
- Should new measurement come in for a period past the 5 days, this change will occur in the Monthly Shipper Account
- Example – Measurement was originally missing for meter. Updated measurement was received on March 8 for the period March 1 – 7.
 - Measurement for March 3-7th would update the Daily Shipper Account
 - Measurement for March 1-2nd would update the Monthly Shipper Account

	Nomination	Measurement	Daily Shipper	Monthly Shipper
March 1	500	625	500	125
March 2	500	470	500	(30)
March 3	500	720	720	
March 4	500	595	595	
March 5	500	480	480	
March 6	500	495	495	
March 7	500	605	605	

Shipper Account – CSO Reallocations

- CSOs have the ability to re-allocate on a daily basis throughout the month.
- Once final month-end measurement becomes available, CSOs complete their month-end splits.

Monthly Shipper Account – CSO Reallocations

- The CSOs split will be allocated over the number of days in the month.
- After this reallocation, the Monthly Shipper Account will be adjusted for each day.
- This adjustment will be the variance between what was put into your daily shipper account and what the new CSO split is.
- This will occur for each meter that was reallocated.
- This monthly reallocation will also update your Monthly Shipper Account for the current month as we are utilizing Percentage Rule PDA's

Monthly Shipper Account CSO Reallocations Example

Date	Daily Shipper	CSO Reallocation	Variance into Monthly Shipper
March 1, 2016	125	150	25
March 2, 2016	134	150	16
March 3, 2016	157	150	(7)
March 4, 2016	149	150	1
.			
.			
.			

Daily & Monthly Shipper Accounts

- Customers will have to monitor their Daily Shipper account as well as their Monthly in order to fully understand how much they are out of tolerance.



Shipper

Tolerance Ranges

Shipper Tolerances

- TransGas is a non-penalty pipeline
- Due to measurement being estimated during the month, we allow customers some tolerance when it comes to them balancing on a daily basis
- Monitor customers' shipper accounts and encourage them towards getting back into tolerance.

TransGas' Tolerance Range Calculation

- Tolerance Range Calculation
 - = Daily Activity * (Tolerance Percentage Range)
 - Where
 - Daily Activity = (Receipts + Deliveries)/2**
 - TEP Transfers and Storage Injections and withdrawals are not included as they are not subject to measurement

TransGas' Tolerance Range Example

Tolerance Calculation	
Receipts	15,000
Deliveries	22,000
Sum of all Activity	37,000
Daily Activity (Total Activity/2)	18,500
Tolerance %	-10%/+10%
Tolerance Range Min	-1,850
Tolerance Range Max	+1,850

TransGas' Tolerance Ranges

- TransGas' Tolerance Ranges
 - TransGas' typical tolerance range is **-10%** to **+10%**

-10% to +10%	
-20% to 0%	0% to +20%
-15% to +5%	-5% to +15%

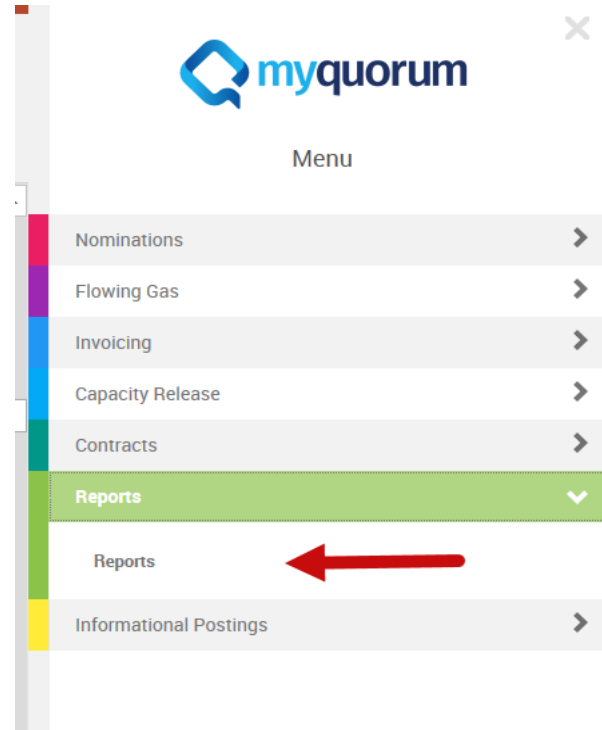
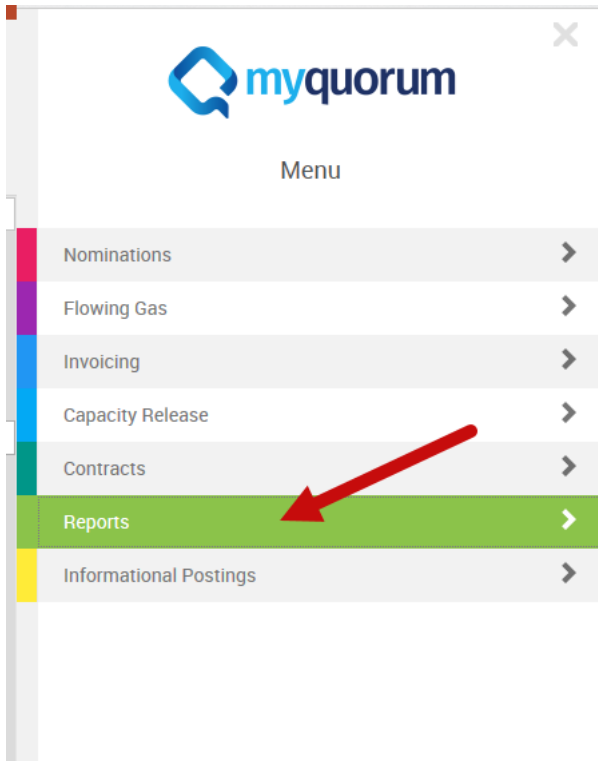
- Min tolerance range remains at -1,000 to +1,000
- Max tolerance range remains at -10,000 to +10,000
- TransGas will notify customers when our tolerance range changes.



Shipper

Viewing your Shipper Balances

Viewing Your Shipper



In the Reports section,
choose Reports.

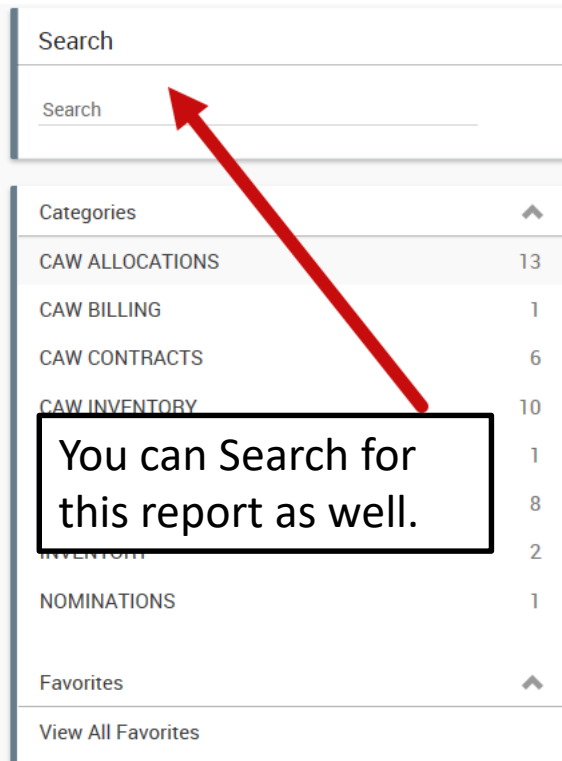
Find Shipper Balance Report

The screenshot shows a web application interface with a search bar at the top and a left-hand navigation menu. The search bar contains the text "SHIPPER ACCOUNT BALANCE (EXTERNAL) (RPT_INX63)". The left-hand menu lists various categories, with "CAW INVENTORY" highlighted. A red arrow points from the "CAW INVENTORY" menu item to a red-bordered box containing the text "STEP 1 Click on CAW Inventory." Another red arrow points from the search bar area to a second red-bordered box containing the text "STEP 2 In CAW Inventory find the Shipper Account Balance (External) (IN63 Report). Click on [dropdown icon] to enter report parameters so you can run your shipper balance." The search bar also features a dropdown arrow icon and a heart icon on the right side.

STEP 1
Click on CAW Inventory.

STEP 2
In CAW Inventory find the Shipper Account Balance (External) (IN63 Report). Click on [dropdown icon] to enter report parameters so you can run your shipper balance.

Find Shipper Balance Report



Search

Search

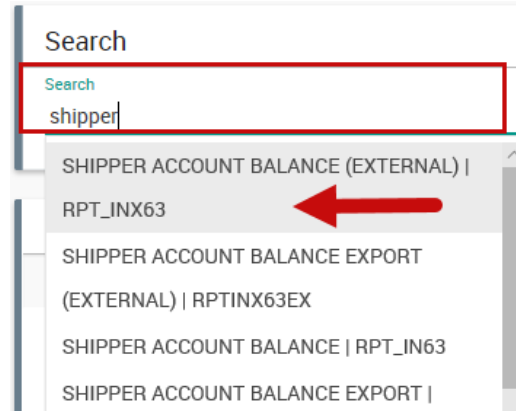
Categories

- CAW ALLOCATIONS 13
- CAW BILLING 1
- CAW CONTRACTS 6
- CAW INVENTORY 10
- INVENTORY 1
- 8
- 2
- NOMINATIONS 1

Favorites

View All Favorites

You can Search for this report as well.



Search

Search

shipper


- SHIPPER ACCOUNT BALANCE (EXTERNAL) | RPT_INX63
- SHIPPER ACCOUNT BALANCE EXPORT (EXTERNAL) | RPTINX63EX
- SHIPPER ACCOUNT BALANCE | RPT_IN63
- SHIPPER ACCOUNT BALANCE EXPORT |


STEP 1 Continued

In the search box, type Shipper. This will populate report options for you to choose from. Click on the Shipper Account Balance (External) link.


Shipper Balance Report


Execute SHIPPER ACCOUNT BALANCE (EXTERNAL) (RPT_INX63)


CUSTOMER BP NUMBER 


ACCOUNTING MONTH 

MIN DAYS EXCEEDING


PRODUCTION MONTH 

ACCOUNT TYPE 

ACTIVITY DATE From 

ACTIVITY DATE To 

Advanced Parameters


Show less 

*REPORT EXPORT FILE TYPE
Adobe Acrobat

REPORT EXPORT MODE PARAM
VIEW / FILE

PREVIOUS RUN PARAMETERS DEFAULTS CANCEL EXECUTE

STEP 3

After you click on the  the following screen will appear. Click on the Customer BP Number.

Shipper Balance Report – BP

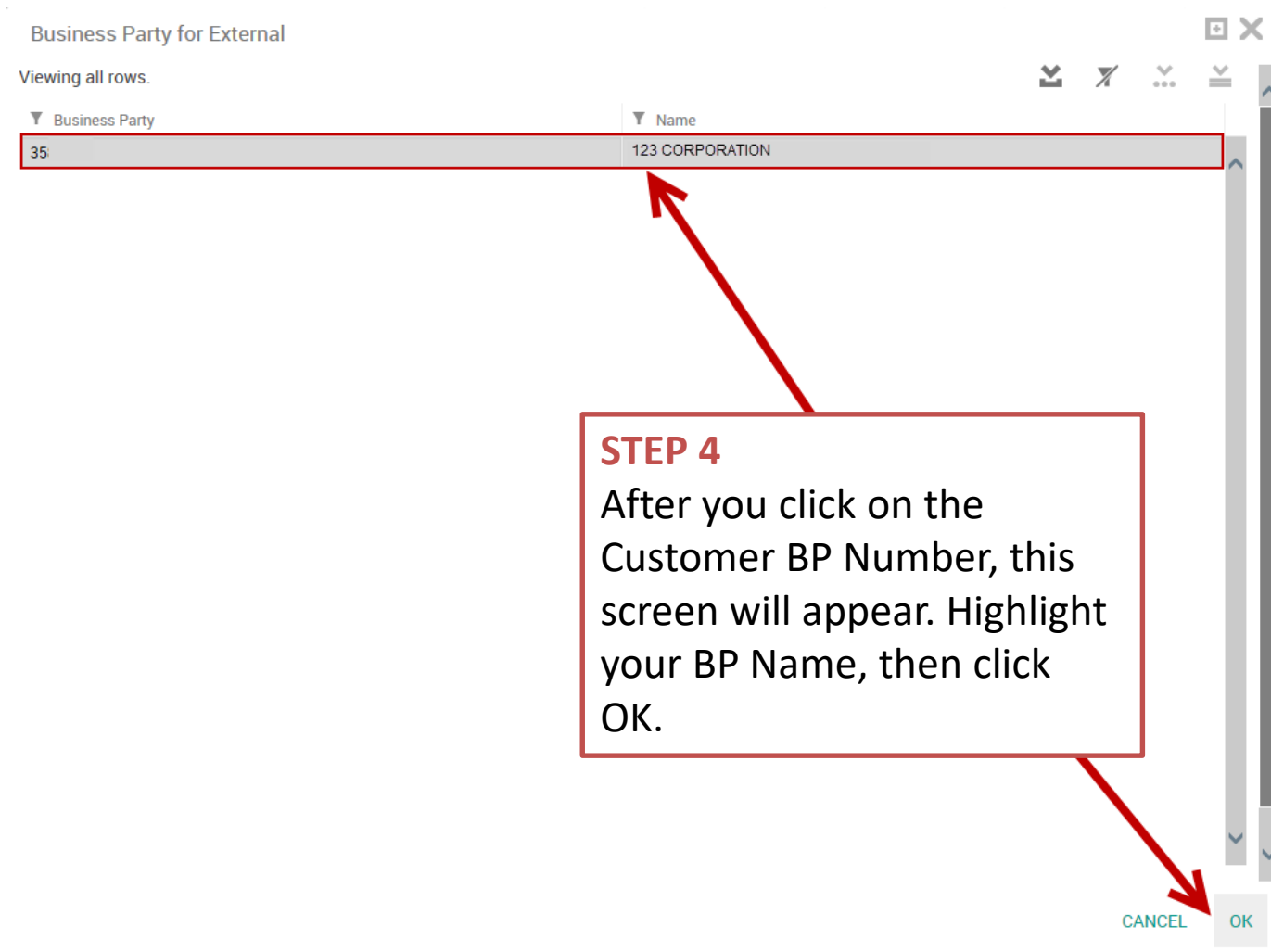
Business Party for External

Viewing all rows.

Business Party	Name
35	123 CORPORATION

STEP 4
After you click on the Customer BP Number, this screen will appear. Highlight your BP Name, then click OK.

CANCEL OK



Shipper Balance Report – Accounting Month

Execute SHIPPER ACCOUNT BALANCE (EXTERNAL) (RPT_INX63)

CUSTOMER BP NUMBER
35

ACCOUNTING MONTH

MIN DAYS EXCEEDING

PRODUCTION MONTH

ACCOUNT TYPE

ACTIVITY DATE From

ACTIVITY DATE To

Advanced Parameters

Show less

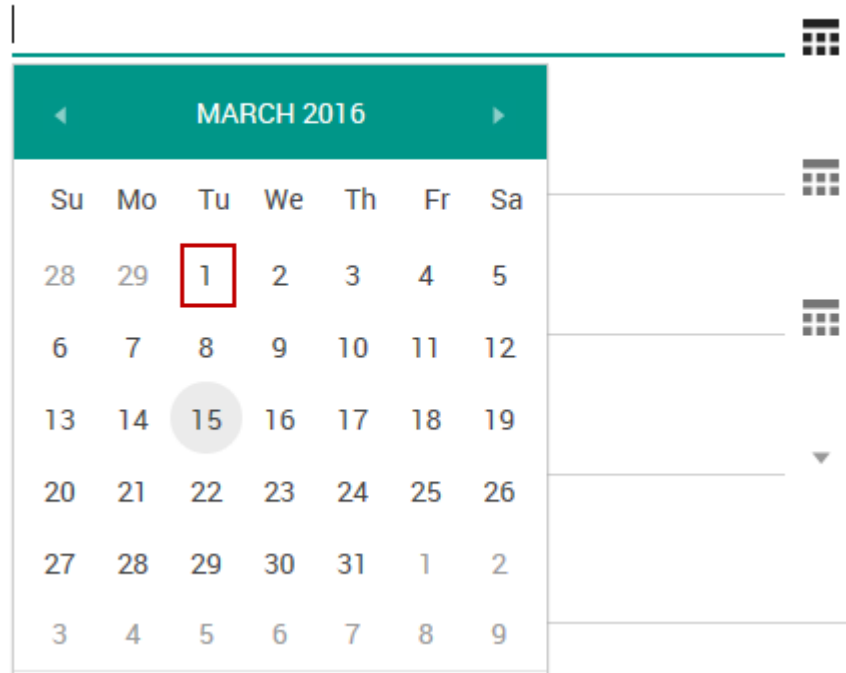
*REPORT EXPORT FILE TYPE
Adobe Acrobat

REPORT EXPORT VIEW / FILE

PREVIOUS RUN

Shipper Balance Report – Accounting Month

ACCOUNTING MONTH



STEP 6

Select the 1st day of the month you want to look at.

NOTE

The Shipper Balance Report can only be run for the full month. You can look at previous months however the most common month you will select is the current month.

TransGas

Executing your Shipper Balance Report

Execute SHIPPER ACCOUNT BALANCE (EXTERNAL) (RPT_INX63) ⊕ ✕

CUSTOMER BP NUMBER 🔍 ACCOUNTING MONTH 📅

MIN DAYS EXCEEDING _____ PRODUCTION MONTH _____ 📅

ACCOUNT TYPE _____ 📅

ACTIVITY DATE To _____ 📅


Advanced Parameters

Show less ▲

*REPORT EXPORT FILE TYPE ▼ REPORT EXPORT MODE PARAM

PREVIOUS RUN PARAMETERS DEFAULTS CANCEL EXECUTE

STEP 7
After you have chosen your BP as well as the Accounting Month, click **EXECUTE**.



Shipper Balance Reports

Shipper Account Balance Report - Details

TSP: 100
 Customer BP No: 11111
 Account Type: All

Production Month: All
 Accounting Month: March 2016
 Activity Dates: All

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: DAILY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance	Account Tolerance Min	Account Tolerance Max	Quantity Exceeding Tolerance	Tolerance %
------------	-------------	---------------	------	-----	---------	---------	---------	----------	------------	---------------	--------	--------	----------------	-----------------------	-----------------------	------------------------------	-------------

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: MONTHLY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance
------------	-------------	---------------	------	-----	---------	---------	---------	----------	------------	---------------	--------	--------	----------------

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: STORAGE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance
------------	-------------	---------------	------	-----	---------	---------	---------	----------	------------	---------------	--------	--------	----------------

STEP 8

After you execute, your shipper reports will be created in a PDF. You will have both a **Daily** as well as a **Monthly Account Balance** report. If you have storage, a **Storage Account** report will also be created.





Shipper

Daily Shipper Account

Daily Account Balance Report

- A customer's Daily Shipper is not changing.
- It will display all of your activity on a daily basis including your receipts, deliveries, storage injections/withdrawals and trades.
- Customers will have to monitor their imbalance in their Daily Shipper as well as their Monthly Shipper and make adjustments.
- Report can be exported into Excel.

Daily Account Balance Report – Overview

Shipper Account Balance Report - Details

TSP: 100
 Customer BP No: 11111
 Account Type: All

Production Month: All
 Accounting Month: March 2016
 Activity Dates: All

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

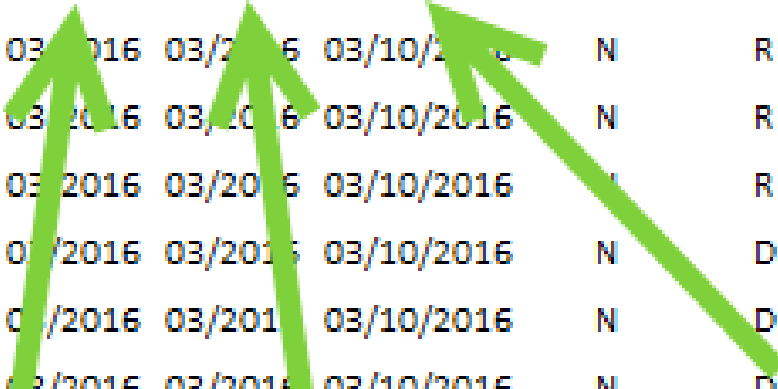
Account Type: DAILY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance	Account Tolerance Min	Account Tolerance Max	Quantity Exceeding Tolerance	Tolerance %
03/2016	03/2016	03/10/2016	N	R	120			2098									
03/2016	03/2016	03/10/2016	N	R	165			1717									
03/2016	03/2016	03/10/2016	N	R	1234			2300									
03/2016	03/2016	03/10/2016	N	R	5678			500									
03/2016	03/2016	03/10/2016	N	D		1605			1315								
03/2016	03/2016	03/10/2016	N	D		4210			4402								
03/2016	03/2016	03/10/2016	N	D		6552			456								
							2000	6615	6173	442	(500)		1942	(1000)	1000	942	-10%/10%
03/2016	03/2016	03/11/2016	N	R	120			8542									
03/2016	03/2016	03/11/2016	N	R	165			2612									
03/2016	03/2016	03/11/2016	N	R	1234			2907									
03/2016	03/2016	03/11/2016	N	R	5678			1254									
03/2016	03/2016	03/11/2016	N	D		1605			1978								
03/2016	03/2016	03/11/2016	N	D		4210			5845								
03/2016	03/2016	03/11/2016	N	D		6552			879								
							1942	15315	8702	6613	(1000)		7555	(1201)	1201	6354	-10%/10%



Daily Account Balance Report – Dates

Prod Month	Acctg Month	Activity Date	PPA?	TOS
03/2016	03/2016	03/10/2016	N	R
03/2016	03/2016	03/10/2016	N	R
03/2016	03/2016	03/10/2016	N	R
03/2016	03/2016	03/10/2016	N	R
03/2016	03/2016	03/10/2016	N	D
03/2016	03/2016	03/10/2016	N	D
03/2016	03/2016	03/10/2016	N	D



Production Month

The month the activity happened in.

Accounting Month

The month the activity is being invoiced.

Activity Date

The date the activity took place.

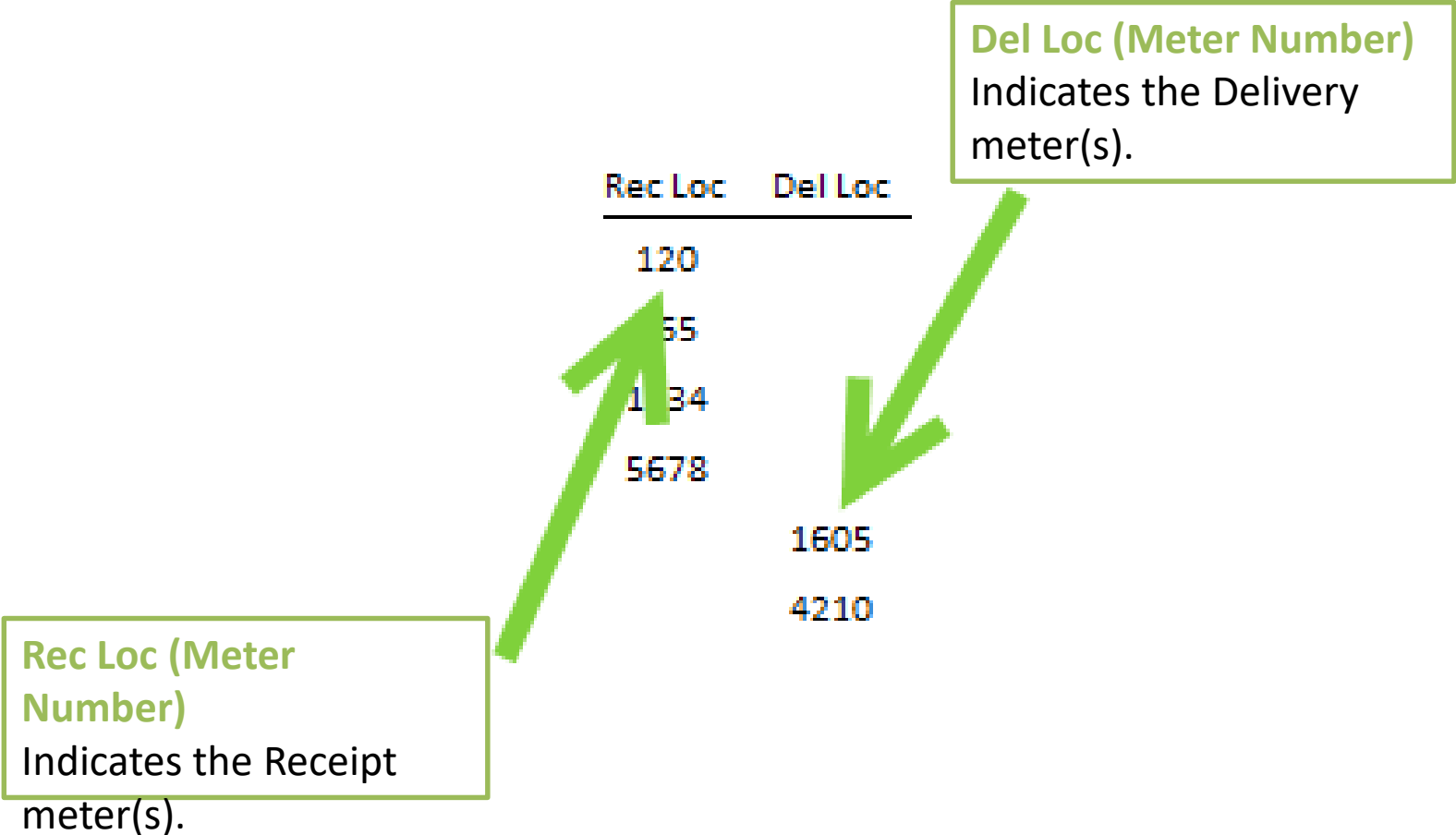
Daily Account Balance Report – TOS

PPA?	TOS
N	R
N	R
N	R
N	R
N	D
N	D
N	D
N	D

PPA?
Indicates whether or not the activity was a Prior Period Adjustment (PPA)
N = NO
Y = YES

TOS
Indicates the type of service (TOS) that occurred.
R = Receipts
D = Deliveries
S = Storage
E = Exports
3PS = Third Party Storage

Daily Account Balance Report – Locations



Daily Account Balance – Beginning Balance

Inventory Account ID: 123456

Primary Contract Number: 987654

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades
03/2016	03/2016	03/10/2016	N	R	120			2098			
03/2016	03/2016	03/10/2016	N	R	165			1717			
03/2016	03/2016	03/10/2016	N	R	1234			2300			
03/2016	03/2016	03/10/2016	N	R	5678			500			
03/2016	03/2016	03/10/2016	N	D		1605			1315		
03/2016	03/2016	03/10/2016	N	D		4210			4402		
03/2016	03/2016	03/10/2016	N	D		6552			456		
							2000	6615	6173	442	(500)

Beg Bal

Indicates the Beginning Balance on the day.

For June 1, your TEP beginning balance will be 0.

On June 2, after estimated measurement for May 31 has been received, TransGas will input your active TEP balance from the old system into the new system. This will create your new beginning balance.

Daily Account Balance Report – Measurement

Receipts	Deliveries	Net Imbalance
2098		
1717		
2300		
500		
	1315	
	4402	
	456	
6615	6173	442

Net Imbalance

Indicates the total net imbalance (Receipts – Deliveries)

Receipts

This column indicates the allocation from each receipt. It then sums it at the bottom.

Deliveries

This column indicates the measurement at each delivery. It then sums them at the bottom.

Daily Account Balance Report – Ending Balance

Trades	Adjust	Ending Balance
(500)		1942

Trades (TEP Transfers)

Indicates the total of trades done on a day.

Ending Balance

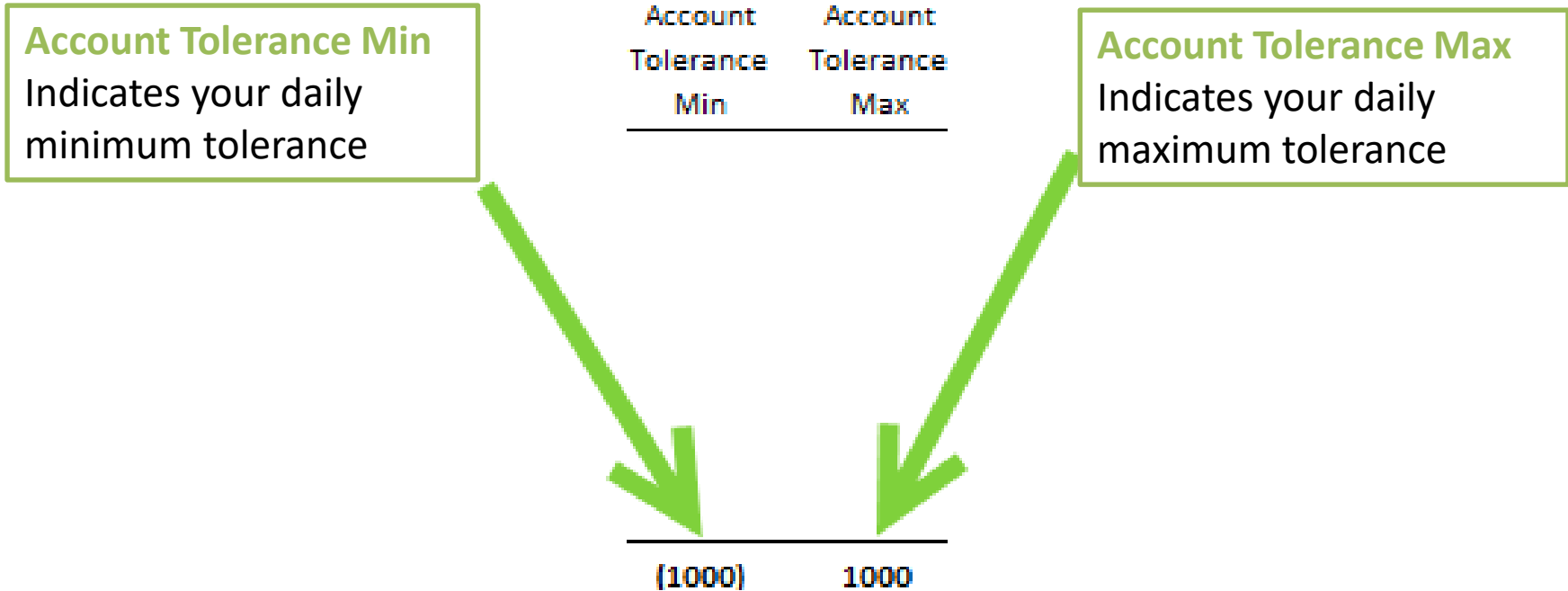
= Beg Balance
+ Receipts
– Deliveries
+/- Trades
+/- Adjustments

Adjust

If there are any adjustments they will appear here.

TransGas

Daily Account Balance Report – Min/Max Tolerance



Daily Account Balance Report – Exceeding Tolerance

Quantity Exceeding Tolerance

Indicates the amount that your Daily Shipper Account is out of tolerance. (Ending Balance – Tolerance Range)

Quantity Exceeding Tolerance	Tolerance %
------------------------------	-------------

Tolerance %

Indicates what the current tolerance range is.

942

-10%/10%

Daily Account Balance Report – Overview

Customer: 123 Corporation

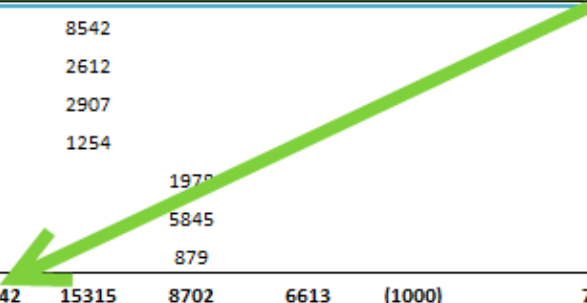
Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: DAILY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net			Ending Balance	Account Tolerance	Account Tolerance	Quantity Exceeding	
										Imbalance	Trades	Adjust		Min	Max	Tolerance	Tolerance %
03/2016	03/2016	03/10/2016	N	R	120			2098									
03/2016	03/2016	03/10/2016	N	R	165			1717									
03/2016	03/2016	03/10/2016	N	R	1234			2300									
03/2016	03/2016	03/10/2016	N	R	5678			500									
03/2016	03/2016	03/10/2016	N	D		1605			1315								
03/2016	03/2016	03/10/2016	N	D		4210			4402								
03/2016	03/2016	03/10/2016	N	D		6552			456								
							2000	6615	6173	442	(500)	1942	(1000)	1000	942	-10%/10%	
03/2016	03/2016	03/11/2016	N	R	120			8542									
03/2016	03/2016	03/11/2016	N	R	165			2612									
03/2016	03/2016	03/11/2016	N	R	1234			2907									
03/2016	03/2016	03/11/2016	N	R	5678			1254									
03/2016	03/2016	03/11/2016	N	D		1605			1970								
03/2016	03/2016	03/11/2016	N	D		4210			5845								
03/2016	03/2016	03/11/2016	N	D		6552			879								
							1942	15315	8702	6613	(1000)	7555	(1201)	1201	6354	-10%/10%	

Ending balance on one day will become beginning balance of the following.



NOTE
Any changes more than 5 days prior, will roll into your Monthly Account Balance.



Daily Account Balance Report – Tolerance Ranges Variances

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: DAILY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance	Account Tolerance	Account Tolerance	Quantity Exceeding	Tolerance	
														Min	Max	Tolerance	%	
03/2016	03/2016	03/10/2016	N	R	120			2098										
03/2016	03/2016	03/10/2016	N	R	165			1717										
03/2016	03/2016	03/10/2016	N	R	1234			2300										
03/2016	03/2016	03/10/2016	N	R	5678			500										
03/2016	03/2016	03/10/2016	N	D		1605			1315									
03/2016	03/2016	03/10/2016	N	D		4210			4402									
03/2016	03/2016	03/10/2016	N	D		6552			456									
							2000	6615	6173	442	(500)							%/10%
03/2016	03/2016	03/11/2016	N	R	120			8542										
03/2016	03/2016	03/11/2016	N	R	165			2612										
03/2016	03/2016	03/11/2016	N	R	1234			2907										
03/2016	03/2016	03/11/2016	N	R	5678			1254										
03/2016	03/2016	03/11/2016	N	D		1605			1978									
03/2016	03/2016	03/11/2016	N	D		4210			5845									
03/2016	03/2016	03/11/2016	N	D		6552			879									
							1942	15315	8702	6613	(1000)		7555	(1201)	1201	6354	-10%/10%	

Your tolerance range will change daily based on your activity from 2 days prior and the tolerance range in effect.



Key Points to Remember

- Daily Shipper account will not be updated for activity more than 5 days in the past
- Access your Daily Shipper Account by running a report
- Tolerance range
 - Does not include TEP transfers (Trades) or Storage Activity in daily activity



Shipper

Monthly Shipper Account

Monthly Account Balance Report

- Includes any changes that occurred prior to 5 days ago.
- Examples of changes
 - CSO Re-allocations
 - Measurement Changes
 - PPA's
- Customer's will need to monitor both their Monthly balance and Daily Shipper accounts
- Exportable

Monthly Account Balance Report – Overview

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: MONTHLY ACCOUNT BALANCE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Rec Loc	Del Loc	Beg Bal	Receipts	Deliveries	Net Imbalance	Trades	Adjust	Ending Balance
							0						
11/2015	03/2016	12/15/2015	Y	R	165			450					
11/2015	03/2016	12/15/2015	Y	R	5678			312					
							0	762	0	762	0		762
12/2015	03/2016	01/2/2016	Y	R	120			356					
12/2015	03/2016	01/2/2016	Y	R	5678			152					
12/2015	03/2016	01/2/2016	Y	D		6552			(548)				
							762	508	(548)	1056	0		1818
03/2016	03/2016	03/1/2016	N	R	1234			(231)					
03/2016	03/2016	03/1/2016	N	D		6552			29				
							1818	(231)	29	(260)	0		1558
03/2016	03/2016	03/2/2016	N	R	120			(36)					
03/2016	03/2016	03/2/2016	N	R	5678			(57)					
03/2016	03/2016	03/2/2016	N	D		1605			187				
							1558	(93)	187	(280)	0		1278



Monthly Account Balance – Dates

Prod Month	Acctg Month	Activity Date
------------	-------------	---------------

11/2015	03/2016	11/15/2015
---------	---------	------------

11/2015	03/2016	11/15/2015
---------	---------	------------

12/2015	03/2016	12/2/2015
---------	---------	-----------

12/2015	03/2016	12/2/2015
---------	---------	-----------

12/2015	03/2016	12/2/2015
---------	---------	-----------

03/2016	03/2016	03/1/2016
---------	---------	-----------

03/2016	03/2016	03/1/2016
---------	---------	-----------

03/2016	03/2016	03/2/2016
---------	---------	-----------

03/2016	03/2016	03/2/2016
---------	---------	-----------

03/2016	03/2016	03/2/2016
---------	---------	-----------

Production Month

The month the activity happened. May include current and prior months.

Activity Date

The date the activity took place. May include current and prior months.

Accounting Month

The month it is being invoiced.

TransGas

Monthly Account Balance – TOS

PPA?

Indicates whether or not the activity was a Prior Period Adjustment (PPA) or not.

N = NO

Y = YES

For transactions that happen in the current month, these will NOT be PPA. For transactions that occurred in prior months, these will be PPAs.

PPA?	TOS
Y	R
Y	R
Y	R
Y	R
Y	D
N	R
N	D
N	R
N	R
N	D

TOS

Indicates the type of service (TOS) that occurred.

R = Receipts

D = Deliveries

S = Storage

E = Exports

3PS = Third Party Storage

Monthly Account Balance Report – Locations

<u>Rec Loc</u>	<u>Del Loc</u>
165	
5678	
120	
5678	
	6552

Rec Loc (Meter Number)

Only receipt meters with monthly activity will appear here.

Del Loc (Meter Numbers)

Only delivery meters with monthly activity will appear here.

Monthly Account Balance – Measurement

Beg Bal

Indicates the Beginning Balance every day in your Monthly Account. Does not take into consideration your Daily Account balance.

Receipts

This column indicates the **CHANGES** to allocation at each receipt. It then sums it at the bottom on a daily basis.

Deliveries

This column indicates the measurement **CHANGES** at delivery meters. It then sums them at the bottom.

Net Imbalance

Indicates the total net imbalance (Receipts – Deliveries) on the day in your Monthly Account only.

Beg Bal	Receipts	Deliveries	Net Imbalance
0			
	450		
	312		
0	762	0	762
	356		
	152		
		(548)	
762	508	(548)	1056
	(231)		
		29	
1818	(231)	29	(260)

Monthly Account Balance – Ending Balance

Trades	Adjust	Ending Balance
0		762
0		1818
0		1558

Trades

This will show any storage transfers that have been done.

For trades greater than 5 days prior, call TransGas and gain approval first.

Ending Balance

= Beg Balance
+ Receipts
– Deliveries
+/- Trades
+/- Adjustments

Adjust

If there are any adjustments they will appear here.

TransGas

Key Points to Remember

- Changes greater than 5 days
 - Any measurement changes greater than 5 days in the past, the difference will roll into a customers Monthly Shipper
 - Customers must monitor Monthly Shipper and make changes to their Daily Shipper
- Monthly CSO reallocations will roll into Monthly Shipper Account



Shipper

Storage Shipper Account

Storage Account Balance Report

- Your Storage Account will show all of your storage injections and withdrawals as they happen within the month.
- You will also be able to monitor your inventory through the Storage Daily report.

Storage Account Balance Report – Overview

Customer: 123 Corporation

Inventory Account ID: 123456

Primary Contract Number: 987654

Account Type: STORAGE

Prod Month	Acctg Month	Activity Date	PPA?	TOS	Beg Bal	Injections	Withdrawals	Net Imbalance	Trades	Adjust	Ending Balance
					0						
02/2016	02/2016	02/2/2016	N	S		5000					
					0	5000	0	5000	0		5000
02/2016	02/2016	02/3/2016	N	S		5000	0				
					5000	5000	0	5000	0		10000
02/2016	02/2016	02/4/2016	N	S		0	7500				
					10000	0	7500	(7500)	0		2500
02/2016	02/2016	02/5/2016	N	S		4000	0				
					2500	4000	0	4000	0		6500
02/2016	02/2016	02/6/2016	N	S		0	3000				
					6500	0	3000	(3000)	0		3500
02/2016	02/2016	02/7/2016	N	S			189				
					3500	0	189	(189)	0		3311



Storage Account Balance Report – Dates

<u>Prod Month</u>	<u>Acctg Month</u>	<u>Activity Date</u>
02/2016	02/2016	02/2/2016
02/2016	02/2016	02/3/2016
02/2016	02/2016	02/4/2016

Production Month

This should always be the current month.

Activity Date

The date the activity took place. These should only include current month dates.

Accounting Month

The month the activity is being accounted .

Storage Account Balance Report – TOS

PPA?	TOS
N	S
N	S
N	S
N	S
N	S
N	S

PPA?

Indicates whether or not the activity was a Prior Period Adjustment (PPA) or not.

For storage, these should always be
N = NO

TOS

Indicates the type of service (TOS) that occurred. For regular storage, this will be
S = Storage

For customers with Third Party Storage, this will be
3PS = Third Party Storage

Storage Account Balance Report – Measurement

Beg Bal	Injections	Withdrawals	Net Imbalance
0			
	5000		
0	5000	0	5000
	5000	0	
5000	5000	0	5000
	0	7500	
10000	0	7500	(7500)
	4000	0	
2500	4000	0	4000
	0	3000	
6500	0	3000	(3000)
		189	
3500	0	189	(189)

Beg Bal
Indicates the Beginning Balance on the day in your Storage Account.

TransGas will transfer customer storage balances on June 2.

Net Imbalance
Indicates the total activity (Injections - Withdrawals) on the day in your Storage Account.

Injections
This column indicates your storage injections on a day.

Withdrawals
This column indicates your storage withdrawals on a day.



Storage Account Balance Report – Ending Balance

Trades	Adjust	Ending Balance
0		5000
0		10000
0		2500

Trades (Storage Transfers)

This will show any storage transfers that have been done.

Ending Balance

Indicates your ending inventory for each day in your Storage Account.

Adjust

If there are any adjustments to your Storage Account, they will appear here.

Storage Transfer Summary

TSP Number	Production Month	Confirming BP #	Confirming Business Party	Confirming Contract	Initiating BP #	Initiating Business Party	Initiating Contract	Trade Quantity	Transfer Direction
100	2016-01	12345	STAR TREK ENTERPRISES	98765	50026	SPOCK NIGHTTIME	75236	1,500	FROM INIT TRDR
100	2016-01	15432	COOPER OIL AND GAS	87563	50026	SPOCK NIGHTTIME	75236	50	FROM INIT TRDR
100	2016-01	16524	BAZINGA RESOURCES	45632	50026	SPOCK NIGHTTIME	75236	50	TO INIT TRDR

For Storage Transfers, customers will receive an attachment to their invoice that indicates the storage transfers that occurred throughout the month. This will net out the transfers between companies if multiple transfers occurred.



Shipper

Inactive to Active Roll Through

Inactive Roll Through

- Roll Through
 - TransGas will be doing 1 lump sum transfer on the last day of the month.
 - TransGas will then monitor to ensure customers are getting back into tolerance.
 - TransGas encourages customers to pre-pack or pre-draft their account to accommodate this roll through.

Inactive Roll Through

- Roll Through

- A customer's inactive amount will be determined by including any transaction adjustments that occurred in the months prior to the current month.

Will be included in monthly inactive roll through.

<u>Prod Month</u>	<u>Acctg Month</u>	<u>Activity Date</u>
11/2015	03/2016	11/15/2015
11/2015	03/2016	11/15/2015
12/2015	03/2016	12/2/2015
12/2015	03/2016	12/2/2015
12/2015	03/2016	12/2/2015
03/2016	03/2016	03/1/2016
03/2016	03/2016	03/1/2016
03/2016	03/2016	03/2/2016
03/2016	03/2016	03/2/2016
03/2016	03/2016	03/2/2016

Eg/When calculating the inactive roll through for March 31, these transactions will/will not be included.

Will not be included.



Shipper

Adjustments

Monthly Shipper Account – Adjustments

- Lump Sum Adjustments will appear in the customers Monthly Shipper Account under the 'Adjust' column. Examples of Lump Sum Adjustments include
 - PPA's prior to June 1, 2016
 - Gas in Kind for certain Delivery meters

Key Points to Remember – Shipper Accounts

- Customers have a Daily, Monthly and Storage account (if applicable).
- TEP Transfers and Storage Activity not included in Tolerance calculation.
- Customers must monitor Daily and Monthly accounts to understand imbalance.
- Inactive Roll Through will be on the last day of the month.

Support

- Customer Service Administrators
 - Email: Transport@transgas.com (nominations , invoices, allocations)
 - Email: Custserv@transgas.com (contracts)
 - Phone: 306-777-9900
- Manager, Customer Services - Sharla
 - Email: ssparvier@transgas.com
 - Phone: 306-777-9805
- Manager, Ebusiness - Shelley
 - Email: ebusiness@transgas.com
 - Phone: 306-777-9579
- Key Account Managers - Alyssa and Wendy
 - Email: astoeck@transgas.com or wuytterhagen@transgas.com
 - Phone: 306-777-9501 or 306-777-9687
- Online Help documents