



State of Utah

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Governor

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Lieutenant Governor

Public Service Commission

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Chair

DAVID R. CLARK
Commissioner

JORDAN A. WHITE
Commissioner

July 5, 2017

Josh Dellinger
Empire Electric Association, Inc.
PO Box K
Cortez, CO 81321-0676

Re: Distribution Electrical Cooperative Recommended Filing Information for Notification to the PSC of Utah (PSC)

Dear Mr. Dellinger:

The Public Service Commission of Utah (PSC) occasionally receives requests from electrical cooperatives in Utah for clarification on filing requirements. The PSC provides the enclosed "Distribution Electrical Cooperative Recommended Filing Information for Notification to the PSC of Utah" to guide electrical cooperatives in making PSC filings. Additionally, the PSC welcomes further inquiries not addressed in the enclosure.

Sincerely,

/s/ Gary L. Widerburg
Commission Secretary
DW#295144

**DISTRIBUTION ELECTRICAL COOPERATIVE RECOMMENDED FILING INFORMATION FOR NOTIFICATION
TO THE PSC OF UTAH (PSC)**

Rate Increase Notification Requirements

Please include the following information in the filing:

- A statement that the cooperative's board of directors and any appropriate agency of the federal government have approved the rate increase.
- A statement that before implementing any rate increases, the cooperative has held a public meeting for all its customers and members.
- A statement that the cooperative mailed a notice of the public meeting to all its customers and members not less than 10 days prior to date the public meeting was held.
- Revised tariff sheets reflecting the rate increase, which will be made available for public inspection by the PSC.

Rate Decrease Notification Requirements

Please include the following information in the filing:

- A statement that the cooperative's board of directors and any appropriate agency of the federal government have approved the decrease.
- Revised tariff sheets reflecting the rate decrease, which will be made available for public inspection by the PSC.

Tariff Changes not Requiring a Rate Change

Please include the following information in the form of an advice letter:

- Tariff sheet numbers and titles of the tariff sheets being filed, together with the sheet numbers of the sheets being canceled;
information as to the reason for the filing;
dates on which the tariff sheets are proposed to become effective;
identification of tariff conditions that are more or less restrictive, or withdrawn.
(Note: the effective date of any proposed tariff change not requiring a rate change shall not be less than 30 calendar days after the date of the filing, unless otherwise approved by the PSC.)
- If the filing covers a new service not previously offered or rendered, an explanation of the general effect of the filing, including a statement as to whether present rates or charges will be affected, or service withdrawn from a previous user and advice whether the proposed rates are cost-based.
- A statement that the proposed tariff sheets do not constitute a violation of state law or PSC rule.
- Revised tariff sheets reflecting the proposed changes, in clean and red-lined versions.