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| Logo  Description automatically generated | **COMMONWEALTH OF PENNSYLVANIA**  PENNSYLVANIA PUBLIC UTILITY COMMISSION  COMMONWEALTH KEYSTONE BUILDING  400 NORTH STREET  HARRISBURG, PENNSYLVANIA 17120 |  |

**Financial Security Reduction Petition – Checklist**

File **90 days prior** to the current financial security expiration/anniversary date.

Electric Generation Supplier (EGS)

1) An EGS requesting to reduce its current financial security amount from 10% to 5% of its most recent 12 months (or 4 quarters) of gross receipts, must send a Petition Cover Letter requesting a financial security reduction, along with all documentation required in steps 2 through 8, below.

Send the Financial Security Reduction Petition to:

Rosemary Chiavetta, Secretary

Pennsylvania Public Utility Commission

400 North Street

Harrisburg, PA 17120

2) The EGS must state in the Petition Cover Letter that it requests a reduction in its financial security amount from 10% to 5% of its most recent 12 months (or 4 quarters) of gross receipts, in accordance with the Final Order entered July 24, 2014, at Docket No. M-2013-2393141.

3) The EGS must include a certified check or money order for $350 made payable to the “Commonwealth of Pennsylvania”.

4) The EGS must serve the Financial Security Reduction Petition (non-confidential documents only) on the five statutory agencies and all electric distribution companies in which the EGS is licensed to operate. The EGS must also file a signed Certificate of Service to the Commission as proof of service.

5) The EGS must provide its most recently reported 4 quarters of its Pennsylvania gross receipts.

6) The EGS must either provide a recent Tax Status Letter of Good Standing (if available) or a recent Statement of Account from the Pennsylvania Department of Revenue.

7) The EGS must provide a recent REV-423 Specialty Tax Estimated Payment Form from the Pennsylvania Department of Revenue stating the total amount of gross receipts taxes (GRT) the EGS pre-paid towards the current calendar year. This requirement is a result of the Pennsylvania Department of Revenue’s legislative requirement that all EGSs **must**

pre-pay GRT. *Tax Reform Code of 1971 – Omnibus Amendments, Act of May 7, 1997, P. L, 85, No. 7, Cl. 72 Section 3003(a)*

8) The EGS must provide documentation showing it is compliant with the Alternative Energy Portfolio Standard (AEPS) obligations. An email from the AEPS coordinator showing compliance is acceptable. See contact information below:

AEPS Program Administrator

Email: <https://pennaeps.com/contact-us/>

Phone #: (717) 425-2860

9) The EGS must be compliant with the Commission’s required annual fees and supplemental annual fees. See contact information below:

Pennsylvania Public Utility Commission

Bureau of Administration – Fiscal

Email: [RA-PCPUCASSESSMENTS@pa.gov](mailto:RA-PCPUCASSESSMENTS@pa.gov)

Phone #: (717) 265-7548

10) The EGS must maintain financial security compliance for the duration of the Financial Security Reduction Petition process.

11) The EGS must have been licensed as an electric generation supplier in the Commonwealth of Pennsylvania for at least two years.

12) If approved, the Commission will issue a Secretarial Letter to the EGS approving the financial security reduction.

13) Upon approval, if the EGS wishes to renew the financial security reducton, the EGS must file a Financial Security Reduction Annual Compliance Filing with the Secretary of the Commission (see **Financial Security Reduction Annual Compliance Filing – Checklist**) at least 90 days prior to its current financial security expiration/anniversary date .

14) The Commission may require additional information.