COMMERCE DEPARTMENT
DIVISION OF ENERGY RESOURCES

MINNESOTA DEPARTMENT OF COMMERCE
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NATURAL GAS UTILITY INFORMATION REPORTED ANNUALLY

* RESPONSE DUE ON OR BEFORE JULY 1, 2025 *

Instructions follow for the completion of annual reporting requirements by natural gas utilities in Minnesota. Rules are cited where appropriate to help clarify what information should be included in the Excel workbook and attachments.

Please complete the annual report workbook, include required attachments, and return them to the Minnesota Department of Commerce. Unless otherwise specified, always report gas quantities in MCF.

7610.0810 PURPOSE AND SCOPE.

Subpart 1. **Purpose.** The purpose of parts 7610.0800 to 7610.1230 is to implement the forecasting, statistical, and informational reporting requirements of Minnesota Statutes, sections 216C.17 and 216C.18. These parts are adopted under the powers of the commissioner conferred by Minnesota Statutes, section 216C.10(a), and are designed to identify emerging energy trends based on supply and demand, conservation, and public health and safety factors, and to determine the level of statewide and service area energy needs.

Subpart 2. **Scope.** Each gas utility serving ultimate consumers in the state of Minnesota and each interstate gas pipeline company serving any gas utility located in the state of Minnesota or ultimate consumers in the state shall submit the information required by these parts to the commissioner in the form specified by the commissioner.

7610.0820 ANNUAL REPORTING DATES

Subpart 1. **Gas Utilities.** A natural gas utility shall file with the commissioner the information required by parts 7610.0850 to 7610.1230 by July 1 of each year. For good cause shown, the department may grant a utility an extension from the deadline following receipt of a written request from the utility.

ON THE FOLLOWING PAGE ARE DEFINITIONS TO WHICH YOU MAY WISH TO REFER WHILE COMPLETING THIS REPORT

7610.0800 DEFINITIONS.

Subpart 1. **Scope.** For purposes of parts 7610.0800 to 7610.1230, the following definitions shall apply.

Subp. 2. [Repealed, 16 SR 1400].

Subp. 3. **Annual gas consumption.** "Annual gas consumption" means the total amount of gas used or disposed of in Minnesota for all purposes by either a gas utility or interstate pipeline company. This definition shall not include natural gas in storage at the end of the reporting year.

Subp. 4. **Annual sales to ultimate consumers.** "Annual sales to ultimate consumers" means gas sales to end-use customers in a utility's or pipeline company's Minnesota service area.

Subp. 5. **Basic forecast.** "Basic forecast" refers to that more elementary, less documented forecast required of all Minnesota gas utilities. While all utilities must file a basic forecast, only specifically designated utilities must in addition file an extended forecast that requires additional data and greater documentation.

Subp. 6. [Repealed, 16 SR 1400].

Subp. 7. **Curtailment.** "Curtailment" means a reduction or cutoff of supply to firm or interruptible customers that is related directly to deficiencies in gas supply.

Subp. 7a. **Department.** "Department" means the Minnesota Department of Commerce.

Subp. 8. **Design day.** "Design day" means the 24-hour period of the greatest theoretical gas demand at a given 24-hour average temperature.

Subp. 9. **Design day availability.** "Design day availability" means the volume of each type of gas available on the design day and the maximum total volume of such supplies.

Subp. 10. **Commissioner.** "Commissioner" means the commissioner of the Department of Commerce.

Subp. 11. **Firm contract customers.** "Firm contract customers" means customers served under schedules or contracts that neither anticipate nor permit interruption.

Subp. 12. **Gas.** "Gas" means any form of gaseous fuel distributed as a vapor through distribution systems to ultimate consumers, including natural gas and all gaseous fuels equivalent in performance to natural gas.

Subp. 13. **Gas volume.** "Gas volume" means the volume of gas as measured at 14.73 psia at 60 degrees Fahrenheit. All volumes shall be in thousands of cubic feet (MCF) unless otherwise stated.

Subp. 14. **Interruptible contract customers.** "Interruptible contract customers" means customers served under schedules or contracts that anticipate or permit interruption of service during the term of the contract.

Subp. 15. **Interstate gas pipeline company.** "Interstate gas pipeline company" means an entity that operates an interstate gas pipeline that provides gas to any utility located in Minnesota, also referred to in these rules as "pipeline company" or "interstate pipeline company."

Subp. 16. **Large energy facility.** "Large energy facility" means any pipeline for transporting natural or synthetic gas at pressure in excess of 200 pounds per square inch with more than 50 miles of its length in Minnesota, any facility designed for or capable of storing on a single site more than 100,000 gallons of liquefied natural gas or synthetic gas, or any underground gas storage facility requiring a permit pursuant to Minnesota Statutes, section 1031.681, subd. 1, paragraph (a).

Subp. 17. **Last calendar year.** "Last calendar year" means the calendar year immediately preceding the year in which reports are required to be filed.

Subp. 18. **Liquefied natural gas.**" Liquefied natural gas" means natural gas stored as a liquid at or near atmospheric pressure at temperature of approximately minus 260 degrees Fahrenheit.

Subp. 19. **Minnesota service area.** "Minnesota service area" means the geographical area within the state of Minnesota where a gas utility or interstate pipeline company serves ultimate consumers. The Minnesota service area for an interstate pipeline company shall also include all Minnesota utilities which it services.

Subp. 20. **Natural gas.** "Natural gas" means a naturally occurring mixture of hydrocarbons and nonhydrocarbon gases found in porous geologic formations beneath the earth's surface, the principal constituent of which is methane.

Subp. 21. **Peak day.** "Peak day" means the 24-hour period of greatest gas sendout.

Subp. 22. **Substitute natural gas.** "Substitute natural gas" means any gaseous fuel equivalent in performance to natural gas that is created from other gases, liquids, or solid hydrocarbons. Substitute natural gas shall include manufactured gas, gas produced from liquid petroleum gases such as propane, butane, and gas produced from naphtha. Whenever the term "synthetic gas" is used within these parts it shall be construed to mean the same as substitute natural gas.

Subp. 23. **Ultimate consumer.** "Ultimate consumer" means end-use customers who do not sell gas for resale.

Subp. 24. **Utility.** "Utility" means any entity in Minnesota whose primary business is the distribution of gas to ultimate consumers, including but not limited to, a private investor-owned utility or a public municipally owned utility.

Instructions follow for the completion of the Excel workbook and attachments for gas utilities in Minnesota.

7610.0850 REGISTRATION [Workbook: Registration Tab]

A gas utility serving ultimate consumers in Minnesota must file a registration statement with the commissioner. A utility that begins operation in the state shall file a registration statement with the commissioner within 30 days after beginning operation. The registration statement must be on forms issued by the commissioner and available from the department. The registration statement must contain the name and headquarters address of the utility, the names and addresses of officers of the utility, and the name, address, and telephone number of a person who may be contacted for information about the utility.

Please update this registration statement annually. **Report Year: 2024**

Utility Name		Entity ID# RILS ID#
Street Address	City, State, Zip Code	
Telephone (include area code)	Utility Type: ☐ Private ☐ Public ☐ Co-op	
Utility Officers (list name, title, and address if different from above): _____ _____ _____ _____ _____ _____ _____ _____		
Contact Name	Contact Title	Telephone ( )
Contact Street Address	City, State, Zip Code	
Contact Email Address		
Name of Person Preparing Forms	Preparer's Title	Date
Preparer's Email Address		

COMMENTS

7610.0860 FEDERAL REPORTS FILED BY GAS UTILITIES [Workbook: FederalReports Tab]

A gas utility shall identify to the commissioner the forms and reports pertaining to gas supply and demand that it regularly filed with the Federal Energy Regulatory Commission, the US Department of Energy, and other federal agencies. Upon request of the commissioner, a gas utility shall make copies of any forms or reports available to the commissioner.

Federal Agency (please spell out acronyms)	Form Number	Form Title	Filing Cycle (enter an "X" in the cell) Monthly	 Yearly	 Other

COMMENTS

BASIC FORECASTS AND CURRENT STATISTICS FOR GAS UTILITIES

7610.0910 CONTENT OF ANNUAL REPORT.

The basic forecast and current data shall contain the following data and forecasts for the last calendar year, the present year, and the subsequent five years:

A. annual sales to ultimate consumers within the utility's Minnesota service area;
B. other deliveries of gas to commercial consumers in Minnesota;
C. other deliveries of gas to industrial consumers in Minnesota;
D. the annual volume of gas delivered or expected to be delivered to other utilities for resale;
E. the annual volume of gas used in the operation of the utility within its Minnesota service area;
F. the annual volume of gas used in the utility's Minnesota service area but unaccounted for in items A to E;
G. the total annual gas consumption, for all purposes, in the utility's Minnesota service area, with total consumption equaling the sum of items A to F, excluding gas held in storage at year's end;
H. the total annual volume of substitute natural gas provided by the utility to supplement the utility's supply of natural gas for use in its Minnesota service area
I. the total annual volume of liquefied natural gas supply withdrawn from storage by the utility for use in its Minnesota service area;
J. the total volume of natural gas withdrawn from underground storage by the utility for use in its Minnesota service area;
K. the total annual volume of gas received or estimated to be received from the interstate pipeline company for use in its Minnesota service area;
L. the design day maximum gas demand volume for the utility's Minnesota service area firm customers;
M. the maximum winter peak day volume of gas sent out or expected to be sent out in the utility's Minnesota service;
N. the design day availability of each type of gas and the maximum one-day volume of gas supplies will provide;
O. the amount of substitute natural gas the utility can produce from the feedstock it will have in storage at the beginning of the winter heating season for use in its Minnesota service area;
P. the amount of liquid natural gas the utility will have for use in storage at the beginning of the winter heating season for use in its Minnesota service area;
Q. the amount of natural gas the utility will have in underground storage for use at the beginning of the winter heating season for use in its Minnesota service area; and
R. the type and amount of fuel used or to be used in Minnesota to produce substitute natural gas.

7610.0910 N. DESIGN DAY AVAILABILITY OF GAS IN MCF [Workbook: DesignDay Tab]

		Column 1	Column 2	Column 3	Column 4	Column 5
		Gas Available from Pipeline on Design Day	Gas Available from LNG Storage on Design Day	Gas Available from SNG Storage on Design Day	Gas Available from Underground on Design Day	Total Gas Available on Design Day (Sum Columns 1-4)
Past Year	2024					
Present Year	2025					
Forecast Year 1	2026					
Forecast Year 2	2027					
Forecast Year 3	2028					
Forecast Year 4	2029					
Forecast Year 5	2030					

COMMENTS

7610.0910 R. TYPE AND AMOUNT OF FUEL USED IN SNG PRODUCTION [Workbook: FuelUsedInSNG Tab]

		FUEL TYPE #1	FUEL TYPE #2	FUEL TYPE #3
Name of Fuel =>				
Measure =>				
Past Year	2024			
Present Year	2025			
Forecast Year 1	2026			
Forecast Year 2	2027			
Forecast Year 3	2028			
Forecast Year 4	2029			
Forecast Year 5	2030			

COMMENTS

7610.0910 CONTENT OF ANNUAL REPORT – BASIC FORECAST AND CURRENT DATA (In Mcf)
[Workbook: BasicForecast Tab]

		Column 1	Column 2	Column 3	Column 4
		Sales to Ultimate Consumers in Minnesota (Include ALL GAS used to generate electricity) 7610.0910 A	Transportation* of Gas to Commercial Consumers in Minnesota 7610.0910 B	Transportation* of Gas to Industrial Consumers in Minnesota 7610.0910 C	Volume of Gas Delivered to Other Utilities for Resale in Minnesota 7610.0910 D
Past Year	2024				
Present Year	2025				
Forecast Year 1	2026				
Forecast Year 2	2027				
Forecast Year 3	2028				
Forecast Year 4	2029				
Forecast Year 5	2030				

		Column 5	Column 6	Column 7	Column 8
		Gas Used by Utility to Deliver Gas in Minnesota (Gas Company Use) 7610.0910 E	Volume of Gas Used Within Minnesota But Unaccounted for in Columns 1-5 (Exclude Gas Held in Storage at Year's End) 7610.0910 F	Total Volume of Gas Consumption in Minnesota (Sum Columns 1-6, Exclude Gas Held in Storage at Year's End) 7610.0910 G	Anticipated Peak-Day Send Out in Minnesota Service Area (Past Year Should be Actual, All Other Years Forecasted) 7610.0910 M
Past Year	2024				
Present Year	2025				
Forecast Year 1	2026				
Forecast Year 2	2027				
Forecast Year 3	2028				
Forecast Year 4	2029				
Forecast Year 5	2030				

***** Transportation refers to natural gas transported through a gas utility's distribution system but bought by customers from sources other than the gas utility.

7610.0910 CONTENT OF ANNUAL REPORT – BASIC FORECAST AND CURRENT DATA *(Continued)*
[Workbook: BasicForecast Tab]

		Column 9	Column 10	Column 11	Column 12	Column 13
		Design Day Maximum Demand Volume for Minnesota Firm Customers 7610.0910 L	Total Annual Volume of Gas Received from Pipeline for All Uses in Minnesota* 7610.0910 K	Annual Volume of Gas Received from Pipeline Not Placed in Storage 7610.0910 K	Annual Volume of Gas Withdrawn from Liquid Natural Gas Storage (Express in Mcf) 7610.0910 I	Annual Volume of SNG Withdrawn from Storage (Express in Mcf) 7610.0910 H
Past Year	2024					
Present Year	2025					
Forecast Year 1	2026					
Forecast Year 2	2027					
Forecast Year 3	2028					
Forecast Year 4	2029					
Forecast Year 5	2030					

		Column 14	Column 15	Column 16	Column 17	Column 18
		Annual Volume of Gas Withdrawn from Underground Storage 7610.0910 J	Total Gas Supplies Used in Minnesota (Sum Columns 11-14) Exclude Gas Held in Storage at Year's End; Should Equal Column 7	Volume of SNG Available in Storage at Beginning of Winter Heating Season (Express in Mcf) 7610.0910 O	Volume of Gas Available from LNG Storage at Beginning of Winter Heating Season (Express in Mcf) 7610.0910 P	Volume of Gas Available from Underground Storage at Beginning of Winter Heating Season 7610.0910 Q
Past Year	2024					
Present Year	2025					
Forecast Year 1	2026					
Forecast Year 2	2027					
Forecast Year 3	2028					
Forecast Year 4	2029					
Forecast Year 5	2030					

COMMENTS

***** Including natural gas for transportation customers.

7610.0914 SALES BY CUSTOMER CATEGORY [Workbook: SalesByCategory_Small Tab]

Subpart 1. **Sales of 3,000,000 Mcf or more.** Utilities with annual Minnesota sales during the last calendar year of *3,000,000 Mcf or greater* shall provide historic and forecast data on sales to ultimate customers and the number of customers during the last calendar year, the present year, and the subsequent first through fifth, tenth and 15th years for:

A. residential firm sales;
B. commercial firm sales;
C. commercial interruptible sales;
D. industrial firm sales;
E. industrial interruptible sales; and
F. total annual gas consumed in Minnesota, which is the sum of items A to E.

Subpart 2. **Sales of less than 3,000,000 Mcf.** Utilities with annual Minnesota sales during the last calendar year of *less than 3,000,000 Mcf* shall provide data on sales to ultimate customers and the number of customers for the categories listed in subpart 1, items A to F, for the last calendar year only.

NOTE: The table below should be filled in only by utilities with annual Minnesota sales during the last calendar year of *less than 3,000,000 Mcf*. **Do not include gas company use.**

7610.0914, SUBPART 2. SALES BY CUSTOMER CATEGORY [Workbook: SalesByCategory_Small Tab]

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
2024	Residential Firm	Commercial Firm	Commercial Interruptible	Industrial Firm	Industrial Interruptible	Electricity Generation	Total
Number of customers (at year's end)							
Mcf Sales *							
Mcf Transportation**							

COMMENTS

***** Total should equal Column 1 (Page 6) of the Content of Annual Report - Basic Forecast and Current Data (In Mcf) for the past year.

****** Transportation refers to natural gas transported through a gas utility's distribution system but bought by customers from sources other than the gas utility. Total should equal the sum of Columns 2 and 3 (Page 6) of the Content of Annual Report - Basic Forecast and Current Data (In Mcf) for the past year.

NOTE: The table below should be filled in only by utilities with annual Minnesota sales during the last calendar year of *3,000,000 Mcf or greater*. **Do not include gas company use.**

7610.0914, SUBPART 1. NATURAL GAS DELIVERED, BY CUSTOMER CATEGORY
[Workbook: SalesByCategory_Large Tab]

It is recognized that there may be circumstances in which the data entered by the utility is more appropriate or accurate than the value in the corresponding automatically-calculated cell. If the value in the automatically-calculated cell does not match the value that your utility entered, please provide an explanation in the Comments area at the bottom of the worksheet tab.

		Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
		Residential Firm	Commercial Firm	Commercial Interruptible	Industrial Firm	Industrial Interruptible	Electricity Generation	Total Annual Gas Sales to Ultimate Consumers in Minnesota
2024	Customers*							
	MCF Sales							
	MCF Transp.							
2025	Customers*							
	MCF Sales							
	MCF Transp.							
2026	Customers*							
	MCF Sales							
	MCF Transp.							
2027	Customers*							
	MCF Sales							
	MCF Transp.							
2028	Customers*							
	MCF Sales							
	MCF Transp.							
2029	Customers*							
	MCF Sales							
	MCF Transp.							
2030	Customers*							
	MCF Sales							
	MCF Transp.							
2034	Customers*							
	MCF Sales							
	MCF Transp.							
2039	Customers*							
	MCF Sales							
	MCF Transp.							

COMMENTS

* Count of customers at year end

7610.0920 LAST CALENDAR YEAR HISTORICAL DATA.

For the last calendar year, historical data must be supplied. For each other reporting year, the forecasts must be made using the utility's best estimate for each of the items requested. Utilities must prepare these forecasts to the best of their ability and knowledge based on those assumptions and factors that the reporting utility considers most likely to occur. The assumptions and factors used in deriving the forecasts must be stated in writing. The utility shall evaluate the size of the estimating error, given the conditions and factors used in the estimate. The utility shall comment on possible deviations from the forecast and what factors might create these deviations. A utility required to file forecast documentation under part 7610.1010 need not file forecast documentation required in this part.

7610.1100 PRESENT FACILITIES [Workbook: Facilities Tab]

Each gas utility shall provide the following information with regard to existing facilities serving its Minnesota service area as of January 1 of the current year:

A. The name and geographic location of all underground storage facilities for natural gas. For each facility include:
   (1) the total storage capacity of the facility in MCF minus the required reserves of gas;
   (2) the actual volume of gas in storage in MCF at the beginning of the winter heating season not including required reserves of gas;
   (3) the maximum single-day withdrawal capacity of natural gas in MCF; and
   (4) the anticipated facility retirement date.

B. The name and geographic location of all liquefied natural gas facilities. For each facility include:
   (1) the total storage capacity of the facility in MCF of natural gas minus the required reserves;
   (2) the actual equivalent volume in MCF of natural gas in storage in the facility at the beginning of the winter heating season minus the required reserves;
   (3) the maximum single-day withdrawal capacity of natural gas in MCF; and
   (4) the anticipated facility retirement date.

C. The name and geographic location of all substitute natural gas facilities. For each facility include:
   (1) the maximum storage capacity of the substitute natural gas facility in converted MCF of substitute natural gas;
   (2) the volume in storage at the beginning of the winter heating season in MCF;
   (3) the maximum single-day production capacity of MCF that can be injected into the utility's pipeline;
   (4) the anticipated facility retirement year; and
   (5) the type of fuel to be converted to substitute natural gas.

D. A map, on which the general scale is indicated, of the utility's Minnesota service area, identifying municipalities served, substitute natural gas facilities, underground natural gas storage facilities, liquefied natural gas facilities, major distribution lines, interconnections with other utilities, and delivery point with interstate pipeline companies.

PLEASE ATTACH A **MINNESOTA SERVICE AREA MAP**
Preferred File Name: GAS_###_2024 MN Service Area Map

7610.1110 FUTURE FACILITY REQUIREMENTS [Workbook: Facilities Tab]

Each utility shall estimate the additional facilities or additions to existing facilities necessary to meet the level of gas consumption predicted in its forecast under parts 7610.0900 to 7610.0920. Each utility shall supply the following information:

A. The name and geographic location of all new underground natural gas storage facilities or additions to existing facilities. For each facility include:
   (1) the anticipated year and month the facility will be ready for operation;
   (2) the estimated storage capacity of the new facility in MCF minus necessary reserves that must be kept in storage;
   (3) the estimated actual storage in MCF of the volume that will be available for usage at the beginning of each heating season (this figure should not include necessary reserves of gas); and
   (4) the maximum single-day withdrawal capacity of the proposed facility.

B. The name and geographic location of all new liquefied natural gas storage facilities or additions to existing facilities. For each facility include:
   (1) the anticipated year and month the facility will be ready for operation;
   (2) the estimated actual storage in equivalent MCF of natural gas of the new facility minus reserves that must be kept in storage;

(Continued on Page 12)

Important! Express ALL Storage and Withdrawal Figures in Mcf.

7610.1100 and 7610.1110 PRESENT AND FUTURE FACILITY REQUIREMENTS (USE MCF) [Workbook: Facilities Tab]

In Use (enter X for selection)	**Plan to Build** (enter X for selection)	Underground Gas Storage Facility Name and Address	Storage Capacity in Mcf Minus Required Reserves	Volume of Gas in Storage at Beginning of the Heating Season	Maximum Single Day Withdrawal Capacity	Facility Built Date	Facility Retirement Date
☐	☐	1.					
☐	☐	2.					
☐	☐	3.					

In Use (enter X for selection)	**Plan to Build** (enter X for selection)	LNG Storage Facility Name and Address	Storage Capacity in Mcf Minus Required Reserves	Volume of Gas in Storage at Beginning of the Heating Season	Maximum Single Day Withdrawal Capacity	Facility Built Date	Facility Retirement Date
☐	☐	1.					
☐	☐	2.					
☐	☐	3.					

In Use (enter X for selection)	**Plan to Build** (enter X for selection)	SNG Storage Facility Name and Address	Storage Capacity in Mcf of SNG	Volume of Gas in Storage at Beginning of the Heating Season	Maximum Single Day Withdrawal Capacity	Facility Built Date	Facility Retirement Date	Type of Fuel(s) Converted to SNG
☐	☐	1.						
☐	☐	2.						
☐	☐	3.						

COMMENTS

PLEASE MAKE EXTRA COPIES OF THIS FORM FOR MORE THAN 3 FACILITIES OF ANY KIND

(Continued from Page 10…)

(3) the estimated actual storage in equivalent MCF of natural gas that will be available at the beginning of each heating season when the facility is in operation; and
(4) the maximum single-day withdrawal capacity of the proposed facility.

C. The name and geographic location of all new substitute natural gas facilities or additions to existing facilities. For each facility include:
(1) the type of fuel which will be converted to substitute natural gas;
(2) the month and year in which the plant is predicted to begin operation;
(3) the storage capability of the facility in equivalent MCF of substitute natural gas;
(4) the estimated actual storage-in equivalent MCF of substitute natural gas that will be available for use at the beginning of each heating season when plant begins operation; and
(5) the maximum daily volume of substitute natural gas that can be produced by the facility and injected into the utility's system.

7610.1130 OTHER INFORMATION TO BE REPORTED BY GAS UTILITIES [Workbook: LoadCurve Tab]

Subpart 1. **General data**. Gas utilities must also report:

A. the total monthly consumption of gas during the last calendar year in the following classifications:
(1) residential firm;
(2) commercial industrial firm;
(3) commercial industrial interruptible;
(4) electric generation;
(5) other deliveries to ultimate consumer;
(6) gas to storage;
(7) other disposition and losses;
(8) level of contract demand.

PLEASE ATTACH THE ANNUAL LOAD CURVE TABLE ON PAGE 13

B. additional municipalities or geographic areas outside the utility's current service area that it expects to serve and the year when service will begin;

C. the total number of customers and total sales during the last calendar year to the categories given below **[Workbook: CommInd200MCF Tab]**:

		Commercial / Industrial Firm ≥ 200 Mcf On Peak Day 7610.1130 C(1)	Commercial / Industrial Interruptible ≥ 200 Mcf On Peak Day 7610.1130 C(2)
2024	Number of customers (at year end)		
	Mcf		

COMMENTS

D. the criteria used to determine the classification of a customer as a firm or interruptible customer; and

PLEASE ATTACH ITEMS B. AND D. ABOVE WITH THIS ANNUAL REPORT

7610.1130 A. LOAD CURVE DATA TABLE [Workbook: LoadCurve Tab]

Data displayed in this table should be consistent with the 2024 annual data in the corresponding categories displayed on Pages 8 and 9 (Sales by Customer Category tables (7610.0914 SubPart 1 or 2)).

2024	Residential Firm Sales (MCF)	Commercial / Industrial Firm Sales (MCF)	Commercial / Industrial Interruptible Sales (MCF)	Electric Generation (MCF)	Transportation to Ultimate Consumers (MCF)	Company Use (MCF)	Other Disposition and Losses (MCF)
Jan							
Feb							
Mar							
Apr							
May							
June							
July							
Aug							
Sept							
Oct							
Nov							
Dec							
Total							

Total Contracted Capacity Available Through Pipeline (For The Entire Month)
Jan
Feb
Mar
Apr
May
June
July
Aug
Sept
Oct
Nov
Dec

COMMENTS

IMPORTANT DATA REQUEST [Workbook: SalesRevenue Tab]

It is recognized that there may be circumstances in which the data entered by the utility is more appropriate or accurate than the value in the corresponding automatically-calculated cell. If the value in the automatically-calculated cell does not match the value that your utility entered, please provide an explanation in the Comments area at the bottom of the worksheet tab.

SALES REVENUE IN 2024 (dollars)	Residential Firm	Commercial Firm	Commercial Interruptible	Industrial Firm	Industrial Interruptible	Total*
SALES	$	$	$	$	$	$
TRANSPORTATION	$	$	$	$	$	$
TOTAL	$	$	$	$	$	$

COMMENTS

***** The total revenue figure will be used for the Alternative Energy Assessment (Minnesota Statutes, section 216B.62, Subd. 5).

7610.1130 OTHER INFORMATION REPORTED BY GAS UTILITIES *(Continued)* **[Workbook: GasByCounty Tab]**

E. its total sales in Mcf to ultimate customers by county for the last calendar year.

ANNUAL GAS DELIVERED TO ULTIMATE CONSUMERS BY COUNTY IN 2024

Include all gas used to generate electricity and all company use. Do not include the gas which is lost, or unaccounted for. Total consumption for all counties should equal Column 7 minus Column 6 and Column 4 on Page 6 for 2024 on the BasicForecast worksheet tab.

County Code	County Name	Mcf Delivered to Ultimate Consumers	County Code	County Name	Mcf Delivered to Ultimate Consumers
01	Aitkin		46	Martin	
02	Anoka		47	Meeker	
03	Becker		48	Mille Lacs	
04	Beltrami		49	Morrison	
05	Benton		50	Mower	
06	Big Stone		51	Murray	
07	Blue Earth		52	Nicollet	
08	Brown		53	Nobles	
09	Carlton		54	Norman	
10	Carver		55	Olmstead	
11	Cass		56	Otter Tail	
12	Chippewa		57	Pennington	
13	Chisago		58	Pine	
14	Clay		59	Pipestone	
15	Clearwater		60	Polk	
16	Cook		61	Pope	
17	Cottonwood		62	Ramsey	
18	Crow Wing		63	Red Lake	
19	Dakota		64	Redwood	
20	Dodge		65	Renville	
21	Douglas		66	Rice	
22	Faribault		67	Rock	
23	Fillmore		68	Roseau	
24	Freeborn		69	St. Louis	
25	Goodhue		70	Scott	
26	Grant		71	Sherburne	
27	Hennepin		72	Sibley	
28	Houston		73	Stearns	
29	Hubbard		74	Steele	
30	Isanti		75	Stevens	
31	Itasca		76	Swift	
32	Jackson		77	Todd	
33	Kanabec		78	Traverse	
34	Kandiyohi		79	Wabasha	
35	Kittson		80	Wadena	
36	Koochiching		81	Waseca	
37	Lac Qui Parle		82	Washington	
38	Lake		83	Watonwan	
39	Lake of the Woods		84	Wilkin	
40	Le Sueur		85	Winona	
41	Lincoln		86	Wright	
42	Lyon		87	Yellow Medicine	
43	McLeod				
44	Mahnomen			**GRAND TOTAL**	
45	Marshall			(of both columns)	

(GRAND TOTAL Should equal Column 7 minus Column 6 and Column 4 on Page 6, BasicForecast worksheet tab)

COMMENTS

Subp. 2. **Customer information.** For the last calendar year, a utility shall provide a list of customers and their addresses who have gas requirements in excess of 200 MCF on their peak day each year. For a customer so identified, a utility shall list:

A. annual actual sales;
B. annual estimated curtailment;
C. annual estimated requirements, which should equal the sum of times A and B;
D. alternative fuel used; and
E. curtailment priority rank.

7610.0830 CORRECTIONS

Corrections of a substantial nature to any report or statement which pertain to historical data and not forecasts shall be filed with the department within ten days following the date of the event prompting the change in reported information or the date upon which the person filing became aware of the inaccuracy. The change or correction shall identify the form and the paragraph of the information to be changed or corrected.

NOTE: the resubmitted annual report workbook should include "*** CORRECTED ***" highlighted in Cell G1 (change font color from *White* to *Automatic*) of the Registration tab and a note placed in the Comments area (Cells EFG25-30) indicating what was updated.

7610.0840 FEDERAL OR STATE DATA SUBSTITUTION [Workbook: PipelineCo Tab]

Upon written request by a utility, the commissioner may allow it to substitute data provided to the federal government or another state agency in place if data required by parts 7610.0800 to 7610.1230 if the data required by both agencies is substantially the same.

COMMISSIONER'S REQUEST FOR INFORMATION:	
Identify the interstate pipeline company(s) serving your utility:	

COMMENTS

7610.1010 FORECAST DOCUMENTATION [Workbook: PeakDayForecast Tab]

PEAK-DAY CONSUMPTION FORECAST ONLY FOR UTILITIES WITH ANNUAL MINNESOTA SALES OF MORE THAN 10,000,000 MCF DURING LAST CALENDAR YEAR

See forecast documentation instructions in *natural-gas-cy2024-forecast-form-instructions.docx*

[remainder of page intentionally left blank]

REMINDER OF ATTACHMENTS

[Workbook: Attachments Tab]

- **Minnesota Natural Gas Utility Annual Report** (GAS_XXX_2024.xlsx, See 7610.0850)
- **Map of Minnesota Service Area** (See 7610.1100 (D))
- **A list of any new municipalities or geographic areas to be served** (See 7610.1130 (B))
- **Criteria used in determining whether a customer is classified firm or interruptible** (See 7610.1130 (D))
- **List of large customers and required information about them** (See 7610.1130 (C))
- **The assumptions and factors used in deriving your forecast (in writing)** (See 7610.0910, 7610.0920, 7610.1010) **Please include a copy of the rate schedule(s) in effect for your utility between June 1, 2023 and June 1, 2024.** (If more than one rate schedule was in effect during this period submit both identifying the period covered by each.) Also include your monthly purchased gas adjustments (in mils) for each month between June 1, 2023 and June 1, 2024.

  NOTES:
  - An attachment should be submitted even if there weren't any changes since last year (i.e. map, rate schedule, etc).
  - ### is your Utility Entity number found on the Registration Tab in Cell C5.

Please use the file naming format referenced in the Attachments tab of the annual report workbook.

Please review the instructions in the attached "cover letter" detailing the two options (Option 1: eDockets **OR** Option 2: email, **not both**) for submitting the workbook and all attachments to Commerce. Before submitting your report to Commerce, please check to be sure that all sections in the annual report workbook have been completed and all attachments are included.

If you have any questions about this annual report, please contact Anne Sell at rule7610.reports@state.mn.us

IMPORTANT! Deadline for submission: July 1, 2025