Northern Natural Gas
A BERKSHIRE HATHAWAY ENERGY COMPANY

Emergency Nomination Form Instructions

Please complete all fields and fax or scan and email to your customer service representative.

1. Indicate appropriate nomination cycle by checking one of the following: Timely, Evening, Non-Grid A.M., Intraday 1, Intraday 2, Intraday 3 or Final A.M.
2. Enter the name of your customer service representative.
3. *Contract Number:* Enter your contract number. Only one contract per form will be allowed.
4. *Today's Date:* Enter current date.
5. *Prepared By:* Enter your name.
6. *Shipper:* Enter the shipper name that appears on the contract.
7. *Telephone:* Enter your telephone number, including area code.
8. *Agent For:* If you are submitting the nomination under an agency agreement, state the legal entity name for which you are agent.
9. *Fax No:* Enter your fax number, including area code.

Nomination Date

10. *Begin Date/End Date:* Each nomination must have a beginning and end date associated with each path. Intraday nominations are for one day only. Enter the beginning and end date for the gas day you expect gas to flow.

Pool Basin/Mid

11. *Pool Basin/MID:* If nominating on a pooling contract, please enter the name of the pool basin or MID pool. Pools are nominated as non-pathed, one-sided transactions. Pools must be nominated in balance (i.e. the sum of your receipts for a pool must equal the sum of your deliveries at the pool point).

Receipt Information

12. *Receipt Location:* Enter the receipt location/POI number.
13. *Up Contract:* Enter the upstream contract number. Physical receipt points must have the associated non-Northern contract number entered to be valid. At logical points on the Northern pipeline, the upstream contract must have associated Northern contract numbers to be valid.
14. *Up ID:* Enter the ID number (9 digit duns #) associated with the upstream contract legal entity.
15. *Quantity:* Enter the receipt location quantity (in dekatherms).
16. *Rank:* Enter the rank.

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Delivery Information

Location: Enter the delivery location/POI number.

Down Contract: Enter the downstream contract number. Physical delivery points must have the associated non-Northern contract number entered to be valid. At logical points on the Northern pipeline, the downstream contract must have associated Northern contract numbers to be valid.

17. *Down ID* Enter the ID number (9 digit duns #) associated with the downstream contract legal entity.
18. *Quantity:* Enter the delivery location quantity (in dekatherms).
19. *Rank:* Enter the rank.
20. *Transaction Type:* Enter appropriate transaction type. Transaction types are as follows:

> 01 – Current Business
> 02 – Overrun
> 03 – Imbalance from the Pipe
> 04 – Imbalance to the Pipe
> 06 – Injection into Storage
> 07 – Withdrawal from Storage
> 08 – Pooling
> 99 – Exchange

21. *Package ID:* The package ID is an optional field provided for the shippers' use
22. *Fuel:* Enter the fuel (in dekatherms) associated with the path. The system will automatically calculate fuel based on the receipt or delivery quantity when entered on line.

If you have any questions, please contact your customer service representative.