

# Imbalance Resolution Election System (IRES) User Manual



# **Table of Contents**

Imbalance Resolution Overview	} 1
Access to the Imbalance Resolution Election System (IRES)	г ; 5
Update Information	3
Permanent Contact	)
Authorization to Post Imbalances12	<u>)</u>
Trade Status14	ł
Imbalance Resolution       17         Imbalance to Storage Overview       18	, 3
Imbalance to Storage Election19	)
Imbalance to Storage across Legal Entities Election21	L
In-Kind Payback Overview	5
In-Kind Payback Election27	7
Imbalance Trade       29         Imbalance Trade Only	<b>)</b> 1
Accept/Reject Imbalance Trade	5
Withdraw Imbalance Trade	)
Historical Imbalance Election40	)
Historical Imbalance Trade Request41	L
Posted Imbalances	<u>)</u>
Imbalance to Storage with Multiple Points43Customer Imbalance Tiering44	} }

#### Imbalance Resolution Overview

The Imbalance Resolution Election System (IRES) allows Northern's customers to resolve monthly transportation imbalances by using any combination of the four imbalance resolution methods:

- Imbalance Trading
- Imbalance to Storage
- In-Kind Payback
- Cash In/Out

Final transportation imbalance information is posted to Flowing Gas by 9:00 a.m. on the 9th business day of each month. Imbalance elections can be entered from the 9th – 12th business day for the current production month.

Imbalance trading continues through the 17th business day of the month. Imbalance trades must be within the same operational impact area (OIA), i.e. market to market or field to field.

Any residual imbalance volume remaining after Trading, Imbalance to Storage or In-Kind resolution methods will be automatically cashed out.

Northern Natural Gas	Company								
Imbalance Resolution F	Process								
				Ca	lendar Mo	•			
	May					July		August	
			9th						
Imholonco	Impalance exected	May imbalance	Business						
Impaiance	Imparance created	posted to web	Day						
				12th		May imbalance to	9th		
			Election	Business		storage reflected	Business		
Imbalance to Storage			deadline	Day		on invoices	Day		
				-	17th	May imbalance	9th		
Trading				Election	Business	trade reflected on	Business		
Trauing				ueauiine	Day	INVOICES	Day		
				4.246				Mary In Minal	Oth
In-Kind Resolution			Election	12th Business		Payback is scho	hulad by	iviay in-Kind	9th Business
(payback)			deadline	Dav		customer	's	on invoices	Dav
Cash Out (Default)									

The following table summarizes the imbalance resolution process timeline.

Access to the election screen is based on the customers' proprietary Flowing Gas security.

#### **Posted Imbalances**

Final production month transportation imbalance information is posted to Flowing Gas for customers by 9:00 a.m. on the 9th business day each month. The posted imbalance information is available on the website through the 17th business day each month until 10 p.m., referred to as the open election period.

Below is the Flowing Gas link: <u>http://www.northernnaturalgas.com/INFOPOSTINGS/Pages/postedImbalances.aspx</u>

Select the Informational Postings drop down, then Posted Imbalances.



The Posted Imbalance screen is only displayed during the open election period.

	hern Iral Gas	,	388-367	Emergency 7-6671		☆ Gen 877 402	eral informatio 654-0646್ನ 398-7200್ನಾತಿ	m		Tec 864 402	thnical Helpd 810-5268 8-398-7664	esk			Cal	Before You Di	8		
Informational Postings	Customer Activities	News	Safety and Public A	Awareness Su	upport E	ixpansion Projects	About Us	Careers	Contact Us										
Home / Informational Post	legs / Posted Imbalances																		
Сарасіту	*	Poste	d Imbalar	nces															
Gas Quality																			
Index Of Customers		Date Reque	sted: Apr 18 2019 10.	40 AM															
Locations		TSP Name:	¢	Northern Na	tural Gas Co	ampany.													
Notices	*	TSP:	Destat	784158214															
Posted Imbalances		impatance	Period.	01/2019															
Regulatory																		SUBMIT	
Standards Of Conduct																	1		
Tariff																			
Transactional Reporting	*	RELOA	DOWNLO	AD Imbal	ance Resolut	tion Election System	n												
At a Glance																	Sve		
Rates		Posting#	Sec.Reg Name		Svc.Req	KHolder Name		RHolder Prop	KHolder	OSA	limb Dir	Inb Qty	Status	Qty	(in_Osilars)	Svc Reg Contact	Req. Phone	Stent D/T	9
Other Operational Info		01 000001	. AAA GAS CO		mana	AAA GAS CO.		12545		Harket	Due To Svc	4060	Open			JOE SMITH	1	2/13/2019 9:00:00	^
Downloads											1.107							AM 2/13/2019	- 1
Search		01000002	BBB GHS CO.		22222222	BBB GAS CO		6789	22222222	Market	Due From Svc Reg	247	Open			SUE JONES		9:00:00 AM	
Customer Activities Site Map		01.000003	CCC GAS CO.		1010030	CCC GAS CO.		542)	3333333333	Market	Due To Svc Reg	11380	Open			INL GREEN		2/13/2019 9:00:00 AM	
	n one below where it marked	aner/defendence																2/13/2019	

## Access to the Imbalance Resolution Election System (IRES)

From the Posted Imbalance screen, click the <u>Imbalance Resolution Election System</u> link to log in.

Nor	thern ural Gas	I	388-367-66	ergency 71 <sub>12</sub>	2 Gen 877- 402-	eral Information 654-0646(2) 398-7200(3)			7 Tec 866 402	hnical Helpo -810-5268 -398-7664	osk			Cal	Before You Di	8		
Informational Postings	Customer Activities	News	Safety and Public Awar	eness Support I	Expansion Projects	About Us	Careers	Contact Us										
Home / Informational Pos	tings / Posted Imbalance	5																
Capacity		Poste	d Imbalance	es														
Gas Quality																		
Index Of Customers		Date Reque	sted: Apr 18 2019 10:40 A	M				1										
Locations		TSP Name		Northern Natural Gas Co	ompany		1											
Notices	+	TSP:	D	784158214			1											
Posted Imbalances		impalarice	Period:	31/2014		1												
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Standards Of Conduct						1										1.57		
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Transactional Reporting		RELOA	DOWNLOAD	Imbalance Resol	ution Election S	ystem												
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Other Operational Info	•		141 645 70				1004		-	Due To Svc		-				1	2/13/2019	~
Downloads					ANA UNS CO.		16940		- market	Reg	4040	Open			JUESMEN		AM	1
Search		01 000002	BBB GAS CO.	22222222	BBB GAS CO.		6709	22222222	Market	Due From Sec Reg	747	Open			SUE JONES		2/13/2019 9:00:00	
Customer Activities																	2/13/2019	
Site Map		01000003	CCC GAS CO.	3333333	CCC 645 CO.		54321	100000000	Market	Reg	11380	Open			BILL GREEN		9:00:00 AM	

Log in with User Name and Password, then click LOGIN.

Northern Natural Gas	
Please login.	
<u>U</u> ser Name:	
Password:	
Warn me before logging me into other sites. Privacy	
clear LOGIN	

After logging in, click the Imbalance Resolution Election System (IRES) application which will take you to the IRES Home screen:



Note: Other application options may be shown based on your user security.

## **Home Screen**

The Home screen (Dashboard) will display the following information:

Imbalance Resolution/IRES   TSP/Name: 784158214 NORTHERN NATURAL GAS COMPANY		Sue Hert(shart) 🚔 🕞
Home Update Information Imbalance Resolution	Current Imbalance Period: 201901	Dashboard 1
Trades Awaiting Approval		Print /
Filter Filter results		÷ 1
Constant Hindler - Indianing Trader Reason 1 4 Constant Reador - Indianing Trader Reason Indianing Tra	1 B Tode Gaussity B Index State 4 Control Nation 2 4 Control Nation 2 4 Control Nation 2 4 Control Nation 2 600 1000 Partiel State Proprietory Call (SL) 2 Control National Cont	•
Trades Awaiting Approval section: If y confirming party, trades awaiting acc appear in this section.	ou are the No records to display.	Log out
All Trades	Refresh	
Place Filter with		÷ 1
Contract Holder - Jostaning Trader Research Holder - Jostaning Trader Posted Industries Trader Frageristary Cade (U) 2 Industries Trade Direction	1 Taski Quantity 1 Inhalanes Task 4 Contrast Milder 2 4 Contrast Malder - Cantensing 1 Confirming Tasker Name 4 Tasker Proprietary Call (30) 1 Inhalance Tasker Densities 1 Call 4 (30)	m 1) /
All Trades section: All accepted, pend rejected or withdrawn trades will ap this section. You can view or sort Sta column to the far right of the screen.	ing, pear in No records to display. Export op tus	tions
Posted Imbalances		
Filter Filter results		
X Heider Name	4 K Holder Prop (U) 2 Proted Indulance Quantity 2 Indulance Direction 2 014 2 Autoritation India	nor I
Posted Imbalance section: Displays in information.	ibalance No Tecords to display.	
An agent will be able to view all the	ir shipper imbalances.	

On the Home page the following menu choices are available.



The following menu options are available under the Update Information drop down.



Update Information Menu Name	Function
Temporary Contact	Change contact information for one imbalance period.
Permanent Contact	Change contact information for an indefinite period.
Authorization to Post Imbalances	Choose whether to display or not display imbalances on website.
Trade Status	Display customer imbalance as Open or Closed to resolving their imbalance with other customers.

Print, Logout, Reset and Export icons are on the Home page.



There are several screens availabe to print or export data. The print function generates the grid information as a PDF format. The grid can also be exported and saved in an alternate format.

The following menu options are available under the Imbalance Resolution option.



Imbalance Resolution Menu Name	Function
Imbalance Resolution Election	Election screen to resolve imbalance by imbalance to storage or In-Kind Payback resolution.
Imbalance Trade	Election screen to resolve imbalance by imbalance trade.
Imbalance Trade Only	Election screen for agents only to resolve imbalance for their customers by imbalance trade.
Accept/Reject Imbalance Trade	Screen to accept or reject imbalance trade requests from other customers.
Withdraw Imbalance Trade	Withdraw imbalance trade request prior to the confirming party accepting.
Permanent Election Resolution	Election to automatically resolve imbalance either by imbalance to storage or In-Kind Payback method.
Historical Imbalance Elections	View historical elections.
Historical Imbalance Trade Request	View historical trade requests.
Posted Imbalances	View all imbalances posted on Northern's website.

#### **Update Information**

#### **Temporary Contact**

To change contact information for a limited time only, select Temporary Contact from the Update Information drop down. The temporary contact will be in effect for the current imbalance period or if the period is currently closed, it will appear for the next imbalance period only. If you are an agent, the temporary contract will be applied to the agent and the customers they represent.

Update Information	Imbalance
Temporary Contact	
Permanent Contact	
Authorization To Post	mbalances
Trade Status	

From the **Svc Req Name** drop down, choose the company if there is more than one company represented.

Choose from **Select Existing Contact** names in the drop down menu.

• Select Existing Contact: • Enter New Contact:	Select HART, SUE JONES, FRED SMITH, JOE			
Home Update Information Imbalance Resolution Set Reg Name:* 288 645 CO. Current Contact Set Reg Contact ( Set Reg Contact)	Corrent Imbalance Perio Sec Reg: 22222222 Sec Reg Peep Cole (L12: 16697 Solide Exhibiting Contae Exhibiting Contae Texture Reserventance:	4: 201812 Patient MacOnte, Bitte MacOnte, Spece Cattory, Total		Temporary Contact
See Reg Ernalt DEEROWNEEBERGOO.COM See Reg Phene: (553) 555-5555, Erne EE				ter Saini
Soc Bog Name Soc Bog Prop (53)	2 See Reg Constant	2 X Halder Nama	2 Soc Reg Phone	I inclusion I

Click Submit.

A new contact can be created by selecting **Enter New Contact** and enter the following information into the required fields:

\*Svc Req Contact Name: First Name, Last Name \*Svc Req Email \*Svc Req Phone

○ Select Existing Contact:		
Enter New Contact:		
Updated Contact		
Svc Req Contact:* First Name	Last Name	
Svc Req Email:*		
Svc Req Phone:* (###) ###-#### Ext: #######		
T Home Update Information Imbalance Resolution	Current Imbalance Period: 201812	Temporary Contact
Set Reg Name:* BBB GAS CO. Set Reg: 222222222	See Reg Prop Code (LE): 58607	
	○ Select tuiting Contact	
	Inter New Contact:	
Current Contact Sv: Reg Contact: JOE BROWN	uppared contact	-
Svc Req Email: JOEBROWIN(#BBBGASCO.COM	Ser Res Res	
Sec Reg Phone: (\$33) 355-5555, Ect: 1234	See Reg Planes* sees and fail answere	Clear Submit 💦
filter: Filter results		91
See Reg Name \$ See Reg Prop (12)	\$ See Reg Contact \$ Kitaber Name \$ See Reg Phone	1 Sec Reg Lonal 1

#### Click **Submit**.

The new temporary contact name appears in the lower portion of the screen. If you are agent for multiple customers, their temporary contact information will also appear.

Home Update Information	Imbalance Resolution	Current Imbalance P	leriod: 201812			Temporary Contact
Set Reg Name:* BBB GAS CO.	Sec Reg	222222222 Swc Reg Prop Code (LE): 14697				
Current Contact five Ang Contact: Jol BROWN five Ang Trank: JOLEROWINGBERGECCO.COM five Reg Phone: (\$55) 355-5555 bb: 1234,0 fait 1	Current C name. The belov the Svc R	• Select tailing Co • Inter Work Conta Contact Name will re v grid displays the t eq Contact column.	enter Suber enter Suber emporary contact na	⊡ ent contact ame under	Cour	r Sidmi
Mor: Filter results		\				1 e
Sec Reg Name	- Sec Reg Prop (LE)	8 Sue Ray Contant	8 K Halder Name	8 Suc Reg Phone	a Secting L-mail	
eee GAS CD.	\$4697	JANE DOR	BBB GAS CO.	(\$\$\$) \$35-\$\$\$\$ <sub>6</sub> the: \$234	JANCOOL BASED OF THE COM	

The new temporary contact name will display on the Posted Imbalance screen on Northern's website, for the current imbalance period only. If the current period is closed, then the temporary contact name will be used for the next imbalance resolution period only.

#### **Permanent Contact**

Permanent Contact allows the customer to change contact information for an indefinite period of time.

Click the Update Information drop down, then Permanent Contact.



From the **Svc Req Name** drop down, choose the company, if there is more than one associated company.

Choose from **Select Existing Contact** names.

*If an agent, the name change will apply to the agent and each party they represent.* 

<ul> <li>Select Existing Contact:</li> <li>Enter New Contact:</li> </ul>	Select HART, SUE JONES, FRED SMITH, JOE	
Home Update Information Imbalance Resolut Sec Reg Name: <sup>4</sup> (200 GAS CO.	Soin Current Imbalance Period: 201812	Permanent Contact
Current Contact See Reg Contact JOE BROWN See Reg Insult: JOEBROWN@BBBBGGGCO.COM See Reg Phone: (303) 355-3555.	Select Entraining Contact:     Minown, BLL     Badown, Jon     Doc, Jonn     Getter, Total	
		(Deze Submit)

Click Submit.

Click **Enter New Contact** and enter information into the required fields:

- \*Svc Req Contact Name: First Name, Last Name
- \*Svc Req Email
- \*Svc Req Phone
- \*Svc Req Address (choose one from the drop down menu)

○ Select Existing Contact:
Enter New Contact:
Updated Contact
Svc Req Contact;* First Name Last Name
Svc Req Email:*
Svc Req Phone:* (###) ###-N### Ext: #######
Svc Req Address:* Select

#### Click Submit.

Home Update Information	Imbalance Resolution		Current Imbalance Period: 201812	Permanent Contact
Sive Reg Name:* BBB GAS CO.	~	Sec Reg: 222222222	Ser leg Prop Code (LT): 14487	
Current Contact See Reg Center: (OF BROWN See Reg Phone: (355) 555-5555, Det: 1234			Soc Reg Makesc* T77 SPAGE STREET, OMMAA, ML, 47899	Char Salenit 🍖

The new permanent contact name will appear as the **Current Contact**.

Nome Update Information	Imbalance Resolution	Current Imbalance Period: 201812		Permanent Contact
Svc Reg Name:* BBB GAS CO.	y sve	Reg: 222222222 Siv: Reg Prop Code (5.E): 14097		
Current Contact Sice Hee Contact: JANE DOS Jor Hee Contact: JANE DOS Jor Hee Phone: (355) 355-5555 Ect: 1234_0 E	ne 1244	Select Initial Contact: Initial     Initer New Contact:	×	
				Oear Submit

The new permanent contact name will display on the Posted Imbalance screen on Northern's website each month. If the permanent contact name is changed during the imbalance resolution period, the name change will be updated on the website at the time of the request.

#### **Authorization to Post Imbalances**

Authorization to Post Imbalances allows the customer to decide whether or not to display their imbalance information to Northern's website on the Posted Imbalance screen.

Under the Update Information drop down, click Authorization to Post Imbalances.



If you only have association with one company, there will be no drop down menu.

Using the drop down menu, select the **Service Requester Name**, if your User Name is associated with more than one company.

Authorization To Post Imbalances	Authorization To Post Imbalances
Service Requester Name:* Select	Service Requester Vame:" Select BBB GAS CO. Version - master-2010-0000 CCC GAS CO.

**Example:** There is one service requester name for contract holder.

Home Update	Information Imbalance Resolution		Current Imbalance Period: 201812	1	t Authorization To Post Imbalances
Service Requester Name:* BBB G	G CO.	Service Requester: 222222222	Service Requester Proprietary Code (LE): 14697		
Contract Holder Name:*	BBB GAS CO. Contract Holder: 22222222	Sing	le shipper, no drop do	wn menu.	
Service Requester Contact Name:*	jane Doe		Service Requester Contact Phone Nur	mber:* (555) 555-5555 Ent: 1234	
Authorization Indicator:*	• Yes Resume posting our imbalance on the No	ethern Natural Gas web site.	Authorization Effective Date:*	01/24/2019	
	No Do not post our imbalance on the Northe	m Natural Gas web site.			
					Clear Submit

**Example:** If you are an agent, the dropdown menu will appear to allow you to choose contract holder name.

Nome Update Informat	ion Imbalance Resolution	Current Imbalance Period: 201901	Imbalance)
Service Requester Name.* DDD G	AS CO. Service Requester: 44444444 Service Requeste	intary Code (L2): 16899	
Contract Holder Name:*	[select 🗸	If you are agent, then the drop down menu will appear displaying all shippers you are agent for.	
Service Requester Contact Name	First Name	Service Requester Contact Phone Number:* (deer) ees asses [bt: seasese	
Authorization Indicator:*	Yes Resume posting our indulance on the Northern Natural G     No. Do not post our imbalance on the Northern Natural Gas w	yste. Authorization Effective Date." 02/07/2019 0	
		. Our	Submit

After choosing the **Contract Holder Name** from the drop down menu, enter the following information into the required fields:

\*Svc Req Contact Name, First Name, Last Name \*Svc Req Phone \*Authorization Effective Date (*defaults to current date but can be changed to a future date*)

Contract Holder Name:*	Select			
Service Requester Contact Name	* First Name		Service Requester Contact Phone Number:*	(###) ###-##### Ext: ########
Authorization Indicator:*	Yes Resume posting our imbalance on the Northern Natural Gas w     No Do not post our imbalance on the Northern Natural Gas web si	o site.	Authorization Effective Date:*	03/04/2019

Choose the Authorization Indicator:

Authorization Indicator:*	Yes Resume posting our imbalance on the Northern Natural Gas web site.
	● No Do not post our imbalance on the Northern Natural Gas web site.

**Yes** – Imbalances are automatically posted to Northern's website.

No – Imbalances will not post to Northern's website.

#### Click Submit.

After clicking **Submit**, the grid will appear below the Authorization to Post Imbalances section, displaying the request to stop displaying or begin displaying the imbalances on Northern's website.

Home U	pdate Information Imbalance Resolution	Current Imbalance Period: 201901		1 Authorization To Post Imbalances
Service Requester Name:* DO	0 GAS CQ. Service Requester: 44444444 Service Requester Proprietary Code (LE): 14699			
Contract Holder Name:* Service Requester Contact Na Authorization Indicator:*	Contract Holder: 77777      Contract Holder: 77777      Contract Holder: 77777      Int Nume     Last Name     Tes: Reseme parting our insbalance on the Northern Natural Cas web site.     No. Do not post our insbalance on the Northern Natural Cas web site.	Service Requestor Contact Phane Number:* [/ Authorization Effective Date:* 0	007.2015 }+	
Filter Pitter results			/	Ciear Submit
Authorization Indicator	Authorization (Hective Date	+ Service Requester Contact Name	Service Requester Contact Phase Number	1 Darid 1
	62/81/2019	BOR BROWN	(555) 555-5555, 📑 Esc. 1609	Mary For
	Authorization Indicator		Authorization Effe	ctive Date
	No		02/07/2019	

#### **Trade Status**

To change the status, choose the Update Information drop down and click Trade Status.



On the posted imbalance screen on Northern's website there is a field to display the trade status as either **Open** or **Closed**.

The default displays **Open**, which means the customer is open to resolving their imbalance with other customers through trade or imbalance to storage across legal entities.

The **Closed** status means the customer has resolved their imbalance and it is not available to trade.

This is an optional action.

Below is an example of Northern's website, Posted Imbalances, Trade Status.

		888-367-6	Emergency 6671 เป		877- 402-	<ol> <li>Teo 866 402</li> </ol>	chnical Helpd 5-810-5248 2-398-7664	esk			Cal	Before You Di	¢						
Informational Postings	Customer Activities	News	Safety and Public Av	vareness Suppor		xpansion Projects	About Us	Careers	Contact Us										
Home / Informational Post	ings / Posted Imbalances																		
Capacity		Poste	d Imbalan	ces															
Gas Quality																			
Index Of Customers		Date Reque	sted: Apr 18 2019 10:4	0 AM															
Locations		TSP Name		Northern Natural	Gas Co	mpany													
Notices	•	TSP:	Designed	784158214															
Posted Imbalances		in the state of the	Period,	0112037															
Regulatory												1						SUBMIT	
Standards Of Conduct																			
Tariff																			
Transactional Reporting		RELOA	D DOWNLOAD	D Imbalance I	tesolut	ion Election Syste	m						٠						
At a Glance								N Maldar				Present	-	-	Wards Ballin		Svc		
Rates		Posting #	Svc Reg Name	5	rc Req	K Holder Name		Prop	KHolder	AIO	Inst Dir	imb Qty	Status	Qty	(in_Oollars)	Svc Reg Contact	Req Phone	Stret D/T	0
Other Operational Info		01.000001	AAA GAS CO.	4		444.545.00		12545		Market	Due To Svc	4141	Com			CH DATE:	10	2/13/2019	^
Downloads											Req					As anto		AM	
Search		01 000002	BBB GAS CO.	3	2222222	888 GAS CO		6789	22222222	Market	Due From Svc Reg	747	Open			SUE JONES		2/13/2019 9:00:00	
Customer Activities				18		000.648.00		64337			Due To Sec					Eur Celtry		2/13/2019	
Site Map		01 000003	ULC GAS CO.	12	100000	Contraction of the		( Print I	Assessed as	Market	Reg	11380	Open			-ts weers		AM	
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| 000 GAS CO.  |  | *******  |   | CITY OF AAA  |   | 14700   |   | \$55555555   | Market  
   
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  | 208  |   
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  |  |  | - 1  | 5.64   |
| 000 GAS CD.  |  | 44444444   |   | CITY OF CCC  |   | 14742   |   | 888558888  | Market  
   
   |   | Due To Svc Req   |  
   
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  | Open  |  |   
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|              | 3<br>Sec Reg Terme<br>900 GAI CO.<br>900 GAI CO.<br>900 GAI CO.<br>900 GAI CO. | 3<br>See Berg Hanne <b>1</b><br>Det Ger G.<br>Det Ger G.<br>Det Ger G.<br>Det Ger G. | 3<br>See Reg Rener 2 See Reg<br>000 GAT (0. 4444444<br>000 GAT (0. 44444444<br>000 GAT (0. 44444444<br>000 GAT (0. 44444444<br>000 GAT (0. 44444444 | See Reg Remo         See Reg R         See Reg R | Sor Reg Remo         Sor Reg         X         Kindden Name           Doc Oxi Co.         44444444         000 045 Co.           DOC 045 Co.         44444444         000 045 Co. | Str. Bing Name         Str. Bing %         K Holder Name         \$           Soc Bing Name         \$         Soc Bing %         K Holder Name         \$           Soc Did GC 0.         66646668         Oto GLG (0.         Soc Bing %         \$           Soc Did GC 0.         6664668         Oto GLG (0.         Soc Bing %         \$           Soc Did GC 0.         6664668         Oto GLG (0.         \$         \$           Soc Did GC 0.         6664668         Oto GLG (0.         \$         \$           Soc Did GC 0.         6664668         Oto GLG (0.         \$         \$ | Str. Bong Name         E         Ser. Bong Name         E         Kinder Name         E         Kinder Prop.           Soc Bong Name         E         Ser. Bong Name         COD GAS (S).         1669         1669           SOG GAS (S).         444454444         COT GF AAA         1509         1669           SOG GAS (S).         44444444         COT GF ABA         1509         1699           SOG GAS (S).         444444444         COT GF ABA         1509         1699           SOG GAS (S).         444444444         COT GF ABA         15092         16992 | Str.         Str. Reg. Name         St.         Str. Reg. Name         St.         Kinder Name         St.         S | Str.         Ser. Reg.         E         Killeder Rume         E         Killeder Prog.         E         Killeder Rume         E         Killeder Rume         E         Killeder Prog.         E         Killeder Rume         E <td>Str.         Str. Ring Name         E         Kinder Name         E         Kinder Prop         E         Kinder &amp;         Old           Soc Ring Name         E         Str. Ring Name         E         Kinder Name         E         Kinder Prop         E         Kinder Man         E         Old         Old         Old         Market         Market         Market         Market         Market         Str. Str. Str. Str. Str. Str. Str. Str.</td> <td>Sa         Sac Ray (News)         Sac Ray (News)         Stader News         Stader Prop.         Stader         Stader         OU.         Sa           Sac Ray (News)         Sac Ray (New</td> <td>Sa         Sac Reg (News)         Sac Reg (News)         K Holder News         K Holder Prop (News)         K Holder Prop (News)         K Holder (News)         Loss (News)         <thloss (news)<="" th=""> <thlos< td=""><td>Sa         Sa         Save Bong Namon         St. Mindem Yamon         Mindem</td><td>Sing         Sing         <th< td=""><td>Sa         Sac Reg &amp; Kitolae Name         Kitolae Prop         Kitolae Rep         Kitolae Rep         Sac Reg &amp; Kitolae Name         Sac Reg &amp; Kitolae Nam         Sac Reg &amp; Kitolae Nam         &lt;</td><td>Sa         Sa         San Bay Bay         Sa Bay</td><td>Sa         Sa         San Bay Bay         Sa Sa         <th< td=""><td>Sing         Sing         Sing         Kindler Rame         Sing         Kindler Page         Kindler Page         Kindler Page         OA         Inh Sin         Pasted Inh Qy         Tinde Source         Tinde Qy           Soc Big Name         S         Sing Name         S         Kindler Page         Kindler Page         OA         Sing Name         Den Sing         Pasted Inh Qy         Sing Name         Tinde Source         Tinde Qy           SOG GAS CO.         4444444         OTO 64 AL         1609         4444444         Mater         Den Sing         Source         Open         Open           SOG GAS CO.         4444444         OTO 67 AL         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTO 67 CC         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTTO 67 CC         16092         5888888         Mater         Den Sing         38         Open</td><td>Same         Str. 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Ring Name         E         Kinder Name         E         Kinder Prop         E         Kinder &         Old           Soc Ring Name         E         Str. Ring Name         E         Kinder Name         E         Kinder Prop         E         Kinder Man         E         Old         Old         Old         Market         Market         Market         Market         Market         Str. Str. Str. Str. Str. Str. Str. Str. | Sa         Sac Ray (News)         Sac Ray (News)         Stader News         Stader Prop.         Stader         Stader         OU.         Sa           Sac Ray (News)         Sac Ray (New | Sa         Sac Reg (News)         Sac Reg (News)         K Holder News         K Holder Prop (News)         K Holder Prop (News)         K Holder (News)         Loss (News) <thloss (news)<="" th=""> <thlos< td=""><td>Sa         Sa         Save Bong Namon         St. Mindem Yamon         Mindem</td><td>Sing         Sing         <th< td=""><td>Sa         Sac Reg &amp; Kitolae Name         Kitolae Prop         Kitolae Rep         Kitolae Rep         Sac Reg &amp; Kitolae Name         Sac Reg &amp; Kitolae Nam         Sac Reg &amp; Kitolae Nam         &lt;</td><td>Sa         Sa         San Bay Bay         Sa Bay</td><td>Sa         Sa         San Bay Bay         Sa Sa         <th< td=""><td>Sing         Sing         Sing         Kindler Rame         Sing         Kindler Page         Kindler Page         Kindler Page         OA         Inh Sin         Pasted Inh Qy         Tinde Source         Tinde Qy           Soc Big Name         S         Sing Name         S         Kindler Page         Kindler Page         OA         Sing Name         Den Sing         Pasted Inh Qy         Sing Name         Tinde Source         Tinde Qy           SOG GAS CO.         4444444         OTO 64 AL         1609         4444444         Mater         Den Sing         Source         Open         Open           SOG GAS CO.         4444444         OTO 67 AL         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTO 67 CC         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTTO 67 CC         16092         5888888         Mater         Den Sing         38         Open</td><td>Same         Str. 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Barne         Specific Into Opp St.         Tinde Opp St.         Tinde Opp St.         Tinde Opp St.         Specific Into Opp St.</td><td>Same         Same         <th< td=""><td>Same         S         See Reg &amp; Kiloler Trans         Kiloler Trans         S</td><td>Since Party Read         Strade Name         Strade Name</td><td>Soc         Soc Reg 1         Strade Name         \$         Kitade Prop 2         Kitad</td></th<></td></th<></td></th<></td></thlos<></thloss> | Sa         Sa         Save Bong Namon         St. Mindem Yamon         Mindem | Sing         Sing <th< td=""><td>Sa         Sac Reg &amp; Kitolae Name         Kitolae Prop         Kitolae Rep         Kitolae Rep         Sac Reg &amp; Kitolae Name         Sac Reg &amp; Kitolae Nam         Sac Reg &amp; Kitolae Nam         &lt;</td><td>Sa         Sa         San Bay Bay         Sa Bay</td><td>Sa         Sa         San Bay Bay         Sa Sa         <th< td=""><td>Sing         Sing         Sing         Kindler Rame         Sing         Kindler Page         Kindler Page         Kindler Page         OA         Inh Sin         Pasted Inh Qy         Tinde Source         Tinde Qy           Soc Big Name         S         Sing Name         S         Kindler Page         Kindler Page         OA         Sing Name         Den Sing         Pasted Inh Qy         Sing Name         Tinde Source         Tinde Qy           SOG GAS CO.         4444444         OTO 64 AL         1609         4444444         Mater         Den Sing         Source         Open         Open           SOG GAS CO.         4444444         OTO 67 AL         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTO 67 CC         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTTO 67 CC         16092         5888888         Mater         Den Sing         38         Open</td><td>Same         Str. Brig Barne         Str. Brig Barne         Kilolder Transe         Str. Bilder Prop St.         Kilolder Prop St.         Kilolder Prop St.         Old.         Str. Brig Barne         Pasted Into Opp St.         Tinde Status St.         Tinde Opp St.           Soc Brig Barne         St. Soc. Barne         Statusteste         ODD GACO.         Statusteste         Manere         Barl Soc. Barne         Specific Into Opp St.         Tinde Opp St.         Tinde Opp St.         Tinde Opp St.         Specific Into Opp St.</td><td>Same         Same         <th< td=""><td>Same         S         See Reg &amp; Kiloler Trans         Kiloler Trans         S</td><td>Since Party Read         Strade Name         Strade Name</td><td>Soc         Soc Reg 1         Strade Name         \$         Kitade Prop 2         Kitad</td></th<></td></th<></td></th<> | Sa         Sac Reg & Kitolae Name         Kitolae Prop         Kitolae Rep         Kitolae Rep         Sac Reg & Kitolae Name         Sac Reg & Kitolae Nam         Sac Reg & Kitolae Nam         < | Sa         Sa         San Bay Bay         Sa Bay | Sa         Sa         San Bay Bay         Sa Sa         Sa Sa <th< td=""><td>Sing         Sing         Sing         Kindler Rame         Sing         Kindler Page         Kindler Page         Kindler Page         OA         Inh Sin         Pasted Inh Qy         Tinde Source         Tinde Qy           Soc Big Name         S         Sing Name         S         Kindler Page         Kindler Page         OA         Sing Name         Den Sing         Pasted Inh Qy         Sing Name         Tinde Source         Tinde Qy           SOG GAS CO.         4444444         OTO 64 AL         1609         4444444         Mater         Den Sing         Source         Open         Open           SOG GAS CO.         4444444         OTO 67 AL         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTO 67 CC         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTTO 67 CC         16092         5888888         Mater         Den Sing         38         Open</td><td>Same         Str. Brig Barne         Str. Brig Barne         Kilolder Transe         Str. Bilder Prop St.         Kilolder Prop St.         Kilolder Prop St.         Old.         Str. Brig Barne         Pasted Into Opp St.         Tinde Status St.         Tinde Opp St.           Soc Brig Barne         St. Soc. Barne         Statusteste         ODD GACO.         Statusteste         Manere         Barl Soc. Barne         Specific Into Opp St.         Tinde Opp St.         Tinde Opp St.         Tinde Opp St.         Specific Into Opp St.</td><td>Same         Same         <th< td=""><td>Same         S         See Reg &amp; Kiloler Trans         Kiloler Trans         S</td><td>Since Party Read         Strade Name         Strade Name</td><td>Soc         Soc Reg 1         Strade Name         \$         Kitade Prop 2         Kitad</td></th<></td></th<> | Sing         Sing         Sing         Kindler Rame         Sing         Kindler Page         Kindler Page         Kindler Page         OA         Inh Sin         Pasted Inh Qy         Tinde Source         Tinde Qy           Soc Big Name         S         Sing Name         S         Kindler Page         Kindler Page         OA         Sing Name         Den Sing         Pasted Inh Qy         Sing Name         Tinde Source         Tinde Qy           SOG GAS CO.         4444444         OTO 64 AL         1609         4444444         Mater         Den Sing         Source         Open         Open           SOG GAS CO.         4444444         OTO 67 AL         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTO 67 CC         1609         5555555         Mater         Den Sing         Source         Open           SOG GAS CO.         4444444         OTTO 67 CC         16092         5888888         Mater         Den Sing         38         Open | Same         Str. Brig Barne         Str. Brig Barne         Kilolder Transe         Str. Bilder Prop St.         Kilolder Prop St.         Kilolder Prop St.         Old.         Str. Brig Barne         Pasted Into Opp St.         Tinde Status St.         Tinde Opp St.           Soc Brig Barne         St. Soc. Barne         Statusteste         ODD GACO.         Statusteste         Manere         Barl Soc. Barne         Specific Into Opp St.         Tinde Opp St.         Tinde Opp St.         Tinde Opp St.         Specific Into Opp St. | Same         Same <th< td=""><td>Same         S         See Reg &amp; Kiloler Trans         Kiloler Trans         S</td><td>Since Party Read         Strade Name         Strade Name</td><td>Soc         Soc Reg 1         Strade Name         \$         Kitade Prop 2         Kitad</td></th<> | Same         S         See Reg & Kiloler Trans         Kiloler Trans         S | Since Party Read         Strade Name         Strade Name | Soc         Soc Reg 1         Strade Name         \$         Kitade Prop 2         Kitad |

Click **Edit** to change trade status from Open to Closed in order to notify other customers that the imbalance is no longer available to trade.

This screen is used to advertise a Trade Quantity, Trade Price or comment. These entries are optional and will be posted to Northern's website.

K Holder Name: CITY OF CCC Trade Status: Open Closed		Trade Qty: Trade Quantity Trade Price (In-Dollars): Trade Price	its:
Home Update Information Im	balance Resolution	Current Imbalance Period: 201901	Trade Status
Tilter Filter results			÷
Perside #         5x Reg Name           01 80864         900 045 (0, 0)           01 90064         900 045 (0, 0)           01 90065         900 045 (0, 0)           01 90067         005 645 (0, 0)	Son Bay 2     Hindler Hame     Hindler Ham     Hindler Ham	2         Kindler Prop.         2         Kindler & Quid         2         Intel Statustic & Tinde           1009         5555555         Market         Date Tool So Eng         900         Open           1009         5555555         Market         Date Tool So Eng         900         Open           1001         2777777         Market         Date Tool So Eng         200         Open           1002         ministrat         Kalvet         Date Tool So Eng         200         Open           1002         ministrat         Kalvet         Date Tool So Eng         200         Open	Ory 2 Teads Price 2 Generation 2 6df 6df 7000 7000
K Holder Nan CITY OF CCC K Holder:	K Holder ProvideLary Code (LE): 14702		
Trade Statuse Open V Trade Qty: Trade Price (In-Bolfant)	Trade Quantity Trade Price Trade Price Note: Limited to 5	6 characters sely	Sidenit 👸 Clar

Click Submit.

The following is an example of **Closed** trade status and comments on Northern's Posted Imbalance site. Scroll to the right to view comments.

Nort	hern Iral Gas	බ Pipeline Emergency 888-367-6671දම				2 Gen 877- 402-	eral Informatio 654-0646 (1) 398-7200 (2)	m	Technical Helpdesk 866-810-5268, 402-398-7664						Ca	Before You D	5		
Informational Postings	Customer Activities	News	Safety and Public Av	varenesa Sup	port E	Expansion Projects	About Us	Careers	Contact Us										
Home / Informational Post	ings / Posted Imbalances																		
Capacity		Poste	d Imbalan	ces															
Gas Quality																			
Index Of Customers		Date Reque	sted: Apr 18 2019 10:4	IO AM															
Locations		TSP Name	i i	Northern Natu	iral Gas Co	ompany													
Notices	+	TSP:	Period	784158214															
Posted Imbalances		initiatante	PERMI.	002017															
Regulatory																	1	SUBMIT	
Standards Of Conduct																	1		
Tariff																			
Transactional Reporting		RELOA	DOWNLOA	o Imbalanc	e Resolut	tion Election Syst	em						1						
At a Glance								in the second				- /	and a	Same			Svc		
Rates		Posting #	Sive Reg Name		Svs Reg	K Holder Name		Ртор	K Holder	OSA	lmb Dir	Inh Cry	Status	Qty	(In_Dollars)	Svc Reg Contact	Reg Phone	Sibret D/T	0
Other Operational Info		01000001	AAA GAS CD			444.545.00		13545		Market	Oue To Syc	404	ciosto			ICH SHATH	10	2/13/2019	~
Downloads								4440		1.	Rec					NAS SPECIFIC		AM	1
Search		01 000002	886 GAS CO.		222222222	BRB GAS CO.		6739	22222222	Market	Due From Sec Req	747	Open			SUE JONES		2/13/2019 9:00:00	
Customer Activities			00201000		*****	111 646 70		60111			Oue To Sw	1		Luce	1	ANI CARDO		2/33/2019	
Site Map		01.000003	ULC 645 CO.		Junear			- mail		Market	Reg	11380	Open	11,000	/	- it settin		400.00 AM	
ittee //reseaturant/emosturate	Lan (massing Cauch)	Fener/defaultato												1				2/13/2019	

#### **Imbalance Resolution**

Click the Imbalance Resolution, then choose Imbalance Resolution Election from the drop down menu. This screen is used for electing to resolve imbalances with either Imbalance to Storage or In-Kind Payback.

nformation	Imbalance Resolution								
Imbalance	Imbalance Resolution Election								
Imbalance	Trade								
Imbalance	Trade Only								
Accept/Reje	ect Imbalance Trade								
Withdraw I	mbalance Trade								
Historical II	mbalance Elections								
Historical II	mbalance Trade Request								
Posted Imb	alances								

Check **Include Pending Trades** to display any pending imbalance trades.

To begin an imbalance election for Imbalance to Storage or In-Kind Payback, click **Edit**.

																				$\backslash$		
Hame Upd	ate IN remation	Imbalance	e Resolution			Current	i Imbalar	ce Period	201901	Ŕ										Imbalan	ce Resolut	tion Election
Filter Filter results	🚺 🔳 Include Pe	rating Trades	>																			9
X Holder Name	1	+	K Holder Prop (LE)	Imbelance Direction	1	Posted Imbalance Quantity	1	01A 2	+	Imbalance to Storage	:	In-Kind Paybeck	1	Remaining Imbalance	1	Trade	1	Cesh In/Qut. Quantity	:	Cash In/Out Direction		
CITY OF AAA			16708	Due From Svic Reg		180		Market		1				180					100	Due From Suc Rep		Edit
CITY OF 888			16701	Due To Svc Reg		290		Market						299					299	Due To Svt Reg	•	6dir
CITY OF CCC			140102	Due To Six Reg		300		Market						300		58			250	Due To Svc Reg		6AL
000 GAS CO.			14699	Due To Svc Reg		5000		Market				10 C		50000		9			50650	Due To Svc Reg	1	641

Notes on the Edit field:

\*If a customer with an agent accesses this screen, then it will display View instead of Edit. The agent is the only one allowed to edit the selection.

\*If an agent acquires imbalances from a second OIA, Market or Field, then the agent will have two lines displayed. The acquired OIA line will display View and not be editable.

#### Imbalance to Storage Overview

The Imbalance to Storage methodology allows a customer to resolve their monthly transportation imbalance by an injection to, or withdrawal from, the customers deferred delivery account(s). If the customer imbalance is Due From Svc Req (due Northern, where deliveries exceeded receipts) the customer imbalance is resolved by a withdrawal from storage. If the imbalance is Due To Svc Req (due to the customer, where receipts exceeded deliveries) the customer imbalance is resolved by an injection into storage. This process provides an effective method for customers to resolve their imbalances on a volumetric basis rather than cashing out/in at the monthly index price (MIP). Only Market and Field Area imbalances may be resolved using Imbalance to Storage.

During the imbalance resolution election period, (9th-12th business day each month), a customer may elect Imbalance to Storage. The customer will select the transportation contract from a list of all its transportation contracts in effect during the imbalance month. The customer may select up to five of the contracts listed. The selected contracts, in the order selected, will be used to reflect the prior period adjustment for any transportation and/or storage charges associated with the Imbalance to Storage transaction.

Additionally, Northern will identify any unused transportation maximum daily quantity (MDQ) available during the imbalance month on the selected contracts that can be used for billing the Imbalance to Storage transaction at the firm commodity rate for the contract. If the available MDQ (unused MDQ during imbalance month) is less than the imbalance quantity, any remaining imbalance quantity will be billed at the contract overrun rate. After selecting transportation contracts, the customer will select the storage contract and storage location to be used to resolve the imbalance. Due to the fact that the Imbalance to Storage activity will be billed as a prior period adjustment in the imbalance month and the storage contracts in effect in both the imbalance month and the resolution month, only storage contracts in effect in both the imbalance month and the resolution month will be listed during the election process.

Similar to the transportation contract selection, up to five storage contracts can be selected for use in the imbalance resolution process. The process will use these contracts in the order selected to resolve the imbalance. Northern will identify any unused firm daily quantity (FDQ) available during the imbalance month on the selected storage contracts available for billing the Imbalance to Storage transaction at the firm rate for the contract.

Imbalance to Storage volume will be transferred to the customer's selected deferred delivery account on the 14th business day of the month imbalances are final and posted subject to any limitation of the customer's storage agreement.

Transportation and storage charges associated with Imbalance to Storage transactions will be invoiced as prior period adjustments in the next billing cycle. Any residual imbalance resulting from the customer's storage agreement limitations will be cashed in/out at the applicable MIP rate. Any transportation imbalance prior period adjustments (PPAs) will be cashed in/out at the applicable MIP rate.

Customers may also choose to resolve their transportation imbalances into the deferred delivery account of another customer, subject to receipt by Northern of an executed agreement between the transfer parties. The email, Imbalance to Storage Across Legal Entities Transfer, will populate once the 3rd Party Storage Contract is chosen and the request is submitted.

This fully executed email agreement must be accepted by a Reply All to Northern no later than 10:00 p.m. on the 12th business day to confirm the Imbalance to Storage election into the deferred delivery account of another customer.

The Imbalance to Storage quantity specified on the executed Imbalance to Storage Across Legal Entities Transfer email will be recorded into the identified customer's storage account on the 14th business day. The imbalance party is responsible for any transportation charges associated with the transaction and the deferred delivery account party is responsible for all associated storage charges. If the executed Imbalance to Storage Across Legal Entities Transfer email is not received within the time specified and the imbalance to storage selection is not confirmed, the volume identified to be resolved by Imbalance to Storage will be cashed in/out at the applicable MIP rate.

#### Imbalance to Storage Election

From the Imbalance Resolution Election screen click **Edit** and the election entry screen will appear.

Home Update Information	Imbalance	Resolution		Current Imba	lance Period	201901					_					Imbala	ince Reso	lution Election
Piter: Filter results	iede Pending Trades																	÷ 1
K Holder Name	*	K Holder Prop (LE) \$	Indulance Direction	 Posted Imbalance \$	OFA 2	:(4)	Imbalance to Storage	1	le-Ked Payhack \$	Remaining Imbalance		Trade		Cesh In/Out Quantity	1	Cash In/Out Direction		
CITE OF ANA		14030	Das From Sec Reg	104	Marten		3.00			194		10 e		an show the	. 188	Due Trees Tes Res		Ter 💦
CITY OF BEB		14701	Due To Sec Reg	290	Market				1	200					200	Due To Sec Req		Edit Md
CITY OF CCC		14782	Due To Set Reg	300	Market					300		58			758	Due To Sec Reg		Edit
000 GAS CD.		14099	Due To Sut Reg	50000	Market					50000		58			50858	Due To Set Req		ber
K Holder Name: CITY OF AAA	K Holder: 335533333	K Holder Prop (LE): 147	00									*Remaining h	mbalance i	s Posted Imbalanc	e Quantity	minus Storage an	d In-Kind I	Payback
OLA: Market Posted to	shalance Quantity: 10	0 trobalance Directi	ioo: Due From Svc Req															
Imhalance to Storage.* 0																		
In-Kind Payback:* 0																		
3% of Scheduled Delivered Quantity is 0	or 1000 dths																	
Trade: B																		
Cash In/Det: 198																		
Due From Svc Reg																		
Due From Svc Req																1		

Enter volume in the Imbalance to Storage field.

K Holder Name: CITY OF AAA	K Holder: 55555555	K Holder Prop (LE): 14700
OIA: Market	Posted Imbalance Quantity: 100	Imbalance Direction: Due From Svc Req
Imbalance to Storage:*	0	
In-Kind Payback:*	0	
3% of Scheduled Delivered Q	uantity is 0 or 1000 dths	
Trade:	0	
Cash In/Out:	100	
Due From	Cur Don	

When the volumes are entered for Imbalance to Storage, the data fields appear.



Choose your Transportation Contract by highlighting the contract number under the All

Contracts then use the box to move contracts to the Selected FT Contracts field. The order in which the contracts are chosen will also be the order they are used during the Imbalance to Storage process, with the exception of IT or IDD always being last.



The Transportation Overrun field is auto populated based on the first FT contract selected. Click X to remove the contract from overrun field.

Repeat the process for the storage contract by using the  $\geq$  arrows. The  $\leq$  double arrow moves the contract back to the All Contracts field.

IT contract or IDD contracts, will appear in the All Contract columns and when selected, they will appear in the Selected IT or Selected ID Contract boxes toward the bottom of the screen.

Use the drop down menu to select your storage point. Storage points are filtered by OIA. If you have a market OIA, then only market points are listed along with Demarc Deferred Delivery based on valid points for the contract.

Click **Submit** to view your election on the Imbalance Resolution Election page.

Home	Update Information	Imbalance	Resolution		Curren	t Imbalar	ice Period:	201901											lmbalan	te Resolu	ution Election
Rter: Rter read	is Induse	Pending Trades																			Ð 1
K Holder Name	1	+	K Holder Prop (LE) \$	Inhalance Direction	Posted Imbalance Quantity	:	OLA 2	+	Imbelance to Storage	1	la-Kind Payback	:	Remaining Imbalance	+	Trade	:	Cash In/Dut Quantity	+	Cesh In/Out Direction	+	
CITY OF AMA			14700	Due from Suc Reg	10		Market		100												lát

#### **Imbalance to Storage across Legal Entities Election**

If using another customer's storage contract, click the radio button for 3rd Party Storage Contract and the following screen will appear.

Enter information for the required fields:

- \*Storage Contract
- \*Storage Point (click the drop down for valid point(s) specific to contract)
- \*Accept or Reject Authorized Overrun charges (FDD only)



Clear Submit

After clicking **Submit**, enter contact information for both customers involved.

#### **Required fields:**

- \*Contact Name: First Name, Last Name
- \*Contact Phone Number (Extension is optional)
- \*Email Address
- \*Confirmed Email Address

\*If there is an agency agreement in place between the two transacting parties the contact information will automatically populate using the posted imbalance contact information.

Contract Holder Name / LE Nu	mber: AAA GAS CO. / 14696				
mbalance Period: 201901	Storage Contract: 170010 - FD	Authorized Overrun:	Yes		
mbalance to Storage: 100	Storage Point: 98	Injection or Withdrawal:	Withdrawal		
mbalance Party Data			Deferred Delivery Party Data		
Company Name:	DDD GAS CO.		Company Name:	AAA GAS CO.	
Contact Name:*	First Name Last Name		Contact Name:*	First Name Last Name	
Contact Phone Number:*	(###) ###-#### Ext: #######		Contact Phone Number:*	(###) ###-##### Ext: ########	
mail Address:*	email address		Email Address:*	email address	
Confirmed Email Address:*	reenter email address		Confirmed Email Address:*	reenter email address	
ax Number:	(***) ***-***		Fax Number:	(***) ***-***	
Contract Holder Name:	CITY OF AAA		Contract Holder Name:	AAA GAS CO.	

\*If there is not an agency agreement and the 3<sup>rd</sup> party contract holder does not have a current month posted imbalance the contact information will need to be entered manually.

#### Click Submit.

The transaction will be automatically accepted for NNG to approve and an email will be generated with the election information for both parties. No further action will be required.

If there is not an agency agreement an email will be generated and sent to both parties, including Northern. The party whose storage contract is selected must Reply All to the email, either accepting or rejecting the request. Without the reply email, the request cannot be effectuated by Northern.

The election can be viewed on the Imbalance Resolution Election screen.



To make additional changes click **Edit** and the election entry screen will be displayed.

K Holder Name: CITY OF AAA OUA: Market	X Holder: 35555555 Posted Imbalance Quantity: 199	K Holder Prop (UE): 14700 Initialates Direction: Due From Set Reg				
Imbalance to Storage:*	100 0 unative is 15 or 1000 diffe	Transportation Contracts	imbal S C	lance To Storage bow Instructions	Storage Contracts	
an a schedung denvire u Trade: Cash In/Yot:	B B B B B	All Contracts	Selected FT Centracts < T70050 - FT Selected IT Centract	Transportation Overnan (19859 - FT a	A Histor Storage Catrixet * July Perty Storage Contact       Storage Point*:       ************************************	
					Ce	sær Submit

Click the Resubmit 3rd Party Request drop down to change contact information only.

	Imbalance T	o Storage	
Transportation Contracts	Show Ins	tructions	Storage Contracts
			$\bigcirc$ K Holder Storage Contract $ullet$ 3rd Party Storage Contract
All Contracts	Selected FT Contracts	Transportation Overrun	Storage Contract*: 170010
	<< 170059 - FT >	170059 - FT x	Storage Point*: 98   OGDEN DEF. DELIVERY
	<		Authorized Overrun*: 🗹 Accept
			Reject
			Resubmit 3rd Party Request
	Selected IT		
	Contract		

In either case, the information screen will reappear, prefilled as originally submitted provided the storage customer remains the same. If the storage contract is changed to a

different customer and submitted, the deferred delivery party data will have to be reentered.

Enter information changes here.

IMBALANCE TO STORAGE QUANT	ITY INFORMATION		8
Contract Holder Name / LE Num	ber: AAA GAS CO. / 14696		
Imbalance Period: 201901	Storage Contract: 170010 - FD Authorized Overrun:	Yes	
Imbalance to Storage: 100	Storage Point: 98 Injection or Withdrawal:	Withdrawal	
Imbalance Party Data		Deferred Delivery Party Data	
Company Name:	DDD GAS CO.	Company Name:	AAA GAS CO.
Contact Name:*	Joe Jones	Contact Name:*	Mary Pine
Contact Phone Number:*	(555) 555-5555 Ext: ########	Contact Phone Number:*	(444) 444-4444 Ext: 1234
Email Address:*	jjones@cityofaaa.com	Email Address:*	marypine@aaagas.com
Confirmed Email Address:*	jjones@cityofaaa.com	Confirmed Email Address:*	marypine@aaagas.com
Fax Number:	(###) ###-####	Fax Number:	(###) ###-####
Contract Holder Name:	CITY OF AAA	Contract Holder Name:	AAA GAS CO.
			Clear Submit

Click **Submit** to save changes.

If changes are made to either the election or the contact information screen, a new email will be sent for acceptance.

#### **In-Kind Payback Overview**

In-Kind (physical) Payback is another imbalance resolution option available to customers. This option allows customers to resolve monthly transportation imbalances equal to 3% of the customer's monthly scheduled volumes or 1,000 Dth, whichever is greater, by the physical delivery of gas to Northern or the physical receipt of gas from Northern.

Under the In-Kind Payback option, the imbalance is resolved through the normal nomination/scheduling process in the month following the election month (2nd month after the imbalance is incurred). For example; (1) Imbalance incurred in May (imbalance month), (2) imbalance resolution elections in June (election month) and (3) In-Kind Payback scheduled in July (payback month).

Two In-Kind Payback points of interest (POI) have been established to facilitate the activity; POI 78556 for Field In-Kind Payback and POI 78557 for Market In-Kind Payback. These inkind POIs are restricted to In-Kind Payback activity and will be eligible receipt and delivery points on the customer's existing transportation agreements.

When nominating In-Kind Payback, customers should use the following transaction types: 111- Payback In-Kind Current Business and 112- Payback In-Kind Overrun. In-Kind Payback customers should also reference Northern contract 111675 as the upstream or downstream contract, as applicable. Customers may nominate to receive or deliver any quantity of payback for the day, up to the quantity of In-Kind Payback election on any of its active transportation contracts (TF, TFX and TI).

The Transportation Management System (TMS) will not schedule more In-Kind Payback than the elected quantity. Northern will attempt to schedule the In-Kind Payback volumes as requested, subject to any related storage or transportation allocations. The transportation scheduling priorities for In-Kind Payback resolution will follow the priority of the agreement scheduled. If Northern is allocating storage services, In-Kind Payback volumes will have the same scheduling priority as Max Rate IDD.

When In-Kind Payback is scheduled to resolve a long position (Due To Svc Req), transportation commodity charges (Firm or Interruptible) related to In-Kind Payback delivery volumes would be billed on a current month basis (the month that the payback volumes are scheduled). Customer is responsible for all applicable transportation commodity charges (Firm or Interruptible) related to In-Kind Payback activity, billed on a current month basis (the month that the payback volumes are scheduled). When In-Kind Payback is scheduled to resolve a short position (Due From Svc Req), there would be no transportation charges since Northern would have billed the customer the transportation and fuel charges when the imbalance was created. In a long position (Due To Svc Req) the delivery is scheduled at a physical point on the customer's transportation contract and the In-Kind Payback volume is a part of the DDVC calculation. In a short position (Due To Svc Req), the In-Kind Payback volume has no impact on Daily Delivery Variance Charge (DDVC) calculations.

A customer may elect In-Kind Payback along with imbalance trading. During the trade process the customer may trade up to their entire imbalance, but the elected In-Kind Payback volume is not available for trading. Northern will reserve the elected In-Kind Payback volume from the customer's total imbalance quantity and will hold that elected In-Kind Payback volume as an imbalance until the payback month. Any residual imbalance volumes will be cashed out at the applicable weekly high/low Market Area or Field Area monthly (MIP) for the payback month. Northern may call In-Kind Payback blackout periods for the Market Area and/or the Field Area. The decision to call a blackout period must be made and the pertinent information posted to Northern's website by no later than the 20th calendar day of the imbalance month. When a blackout period is called within the imbalance month, In-Kind Payback may be scheduled during the payback month only up to the greater of 1% of the customer's monthly scheduled volumes, or 1,000 Dth.

For example, if a Market Area Blackout for long imbalances is called in May (imbalance month), scheduling of In-Kind Payback in July would be limited to the greater of 1% of the customer's monthly scheduled volumes, or 1,000 Dth.

Northern will post on the website by the 20th day of the imbalance month whether the month is a blackout period, whether the blackout is applicable to the Market Area or the Field Area and whether the blackout pertains to long or short imbalances. The blackout periods (Market Area or Field Area) are applicable to only one direction of imbalance (long or short) during any one month. The website posting will also include the market and operational conditions that required the calling of the blackout period including the intra-month price differentials.

Northern may call a maximum of ten blackout periods per calendar year in the Market Area and a maximum of five blackout periods per calendar year in the Field Area. Northern may not call a blackout period in the Field Area until a trigger month occurs. A trigger month would occur if Northern has called a blackout period for the Market Area, and Field Area transportation imbalances incurred at non-OBA points exceed 1% of the customers' aggregated scheduled transportation volumes in the same direction (long or short) as the Market Area blackout. The month following a trigger month, Northern could begin calling blackout periods in the Field Area. Each trigger event will allow for blackout periods to be called in the Field Area for a 12-month consecutive period thereafter. If during the 12-month period, another trigger event occurs, a new 12-month period will commence during which Northern shall have the right to call blackout periods in the Field Area.

Any residual imbalance volumes that were not resolved through In-Kind Payback will be cashed out at the applicable weekly high/low Market Area or Field Area MIP for the payback month. These volumes and associated charges will appear on the production month prior period invoice.

## **In-Kind Payback Election**

From the Imbalance Resolution drop down, click Imbalance Resolution Election.

nformation	Imbalance Resolution
Imbalance	Resolution Election
Imbalance	Trade
Imbalance	Trade Only
Accept/Reje	ect Imbalance Trade
Withdraw I	mbalance Trade
Historical II	mbalance Elections
Historical II	mbalance Trade Request
Posted Imb	alances

If an agent with more than one customer, click **Edit** to highlight the customer to begin the election for In-Kind Payback.

Home Update Information	Imbalance	Resolution			Curre	ent Imbala	nce Period:	201901		2								_	Imbala	nce Resolu	ation Election
Filter Filter results	Fending Trades																				ə 1
Kilolder Name 3	. 4	K Holder Prop (LE)	Ambulance Direction	1	Period Indealerce Quartity		01A 2	141	Indulation to Storage	Р.	In-Kind Payhack	1	Remaining		Sale	1	Cesh In/Out Quantity	4	Cash In/Out Direction	-	0
JAAN KAIS (III)		- 460NB	Bue floors for Beg		20068		Market		-				30100		- 24				the from for t	ha)	
														2	"Annaising	Imbalance	Posted Imbala	nce Quantit	y minus Storage :	und in Kind	Payback
Girl: Market Posted India Indiatano to Storage.* 0 In Alia Pophad.* 0 Taale: 0 Cash Institut: 2000 Cash Institut: 2000 Dar From Yor Reg	e 1918 ditu	Displays display e Delivere	maximu either 3º d Quant	um v ‰ or ity.	olume: during	s th g a t	at m black	ay	be elect t period	ed f will	or II	n-Ki 1%	nd P of S	ayt	back	, wi	11			Sear	Submit
		In	-Kind Pa	yba	ck:*	ſ			0												

Enter volumes in the In-Kind Payback field. If there is a blackout period, the screen will display 1% of Scheduled Delivered Quantity along with the actual quantity in dekatherms.

K Holder Name: AAA GAS CO	ା	K Holder: 111111111	K Holder Prop (LE): 14696
OIA: Market	Posted Imb	balance Quantity: 20000	Imbalance Direction: Due From Svc Re
Imbalance to Storage:*	0		
In-Kind Payback:*	500		
3% of Scheduled Delivered Q	uantity is 30	00 or 1000 dths	
Trade:	0	Example	within acceptable
Cash In/Out:	19500	3%.	•
Due From	Svc Req		
K Holder Name: AAA GAS (	<b>CO</b> .	K Holder: 111111111	K Holder Prop (LE): 14696
K Holder Name: AAA GAS ( OIA: Market	CO. Posted In	K Holder: 111111111 nbalance Quantity: 20000	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:*	CO. Posted In	K Holder: 111111111 nbalance Quantity: 20000	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:*	CO. Posted In 0 4000	K Holder: 111111111 nbalance Quantity: 20000	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:* Your in-kind quantity elect	CO. Posted In 0 4000 tion is greater	K Holder: 111111111 nbalance Quantity: 20000 r than the in-kind paybacl	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:* Your in-kind quantity elec 3% of Scheduled Delivered	CO. Posted In 0 4000 tion is greater I Quantity is 3	K Holder: 111111111 nbalance Quantity: 20000 r than the in-kind payback 000 or 1000 dths	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:* Your in-kind quantity elec 3% of Scheduled Delivered Trade:	CO. Posted In 0 4000 tion is greater I Quantity is 3 0	K Holder: 111111111 nbalance Quantity: 20000 r than the in-kind payback 000 or 1000 dths EFTOF ME	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:* Your in-kind quantity elect 3% of Scheduled Delivered Trade: Cash In/Out:	CO. Posted In 0 4000 tion is greater I Quantity is 3 0 16000	K Holder: 111111111 nbalance Quantity: 20000 than the in-kind payback 000 or 1000 dths Error me election	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re limit allowed essage will display if
K Holder Name: AAA GAS ( OIA: Market Imbalance to Storage:* In-Kind Payback:* Your in-kind quantity elect 3% of Scheduled Delivered Trade: Cash In/Out: Due Fro	CO. Posted In 0 4000 tion is greater I Quantity is 3 0 16000 m Svc Req	K Holder: 111111111 nbalance Quantity: 20000 r than the in-kind payback 000 or 1000 dths Error me election allowed	K Holder Prop (LE): 14696 Imbalance Direction: Due From Svc Re Limit allowed essage will display if is greater than

#### Click Submit.

The election can be viewed on the Imbalance Resolution Election screen. Click **Edit** to make changes.

Home	Update Information	Imbalance	Resolution			Curren	t Imbalar	xe Period:	201901								1.1		Imbalance	e Resol	ution Election
Filter: Filter result	3 Eindude	Pending Trades																			93
K Holder Name	1	+	K Holder Prop (LE) \$	Indialance Direction	1	Posted Imbalance Quantity	1	014 2	+	Imbalance to Storage	Ŧ	In-Kind Paylack	1	Remaining Imbalance	:	Trade	Cash In/Out Quantity	1	Cash In/Out Direction		0
AAA GAS CO.			14816	Due from Svc Reg		20890		Market		1		500		19500		1		19500	Oue from Sec Reg	1	661 G

#### **Imbalance Trade**

Click Imbalance Trade under the Imbalance Resolution drop down. Imbalance Trade is used for single trade requests. Agents may use Imbalance Trade Only to perform multiple requests at one time. See Imbalance Trade Only procedures listed later in this document.



A customer may resolve their imbalance utilizing the imbalance trade election. A customer may negotiate with other customers or customer's agent to trade their existing imbalances. An agent is allowed to trade imbalances on behalf of more than one customer at the same time.

Imbalances can be traded as long as they affect the same OIA, Market or Field.

All customers will have until the close of the 17th business day of the month following the month the imbalance occurred, to complete volumetric imbalance trading elections.

Imbalance trades will be executed at no additional cost to the customer.

Imbalance trades can only be withdrawn by the initiating trader and must be prior to the confirming trader's confirmation of the trade.

After the close of the 17th business day of the month following the month the imbalance occurred, Northern will calculate customer's final imbalance for the prior month's gas flow. Any residual imbalances net of trading and not resolved by other methods in accordance with the terms of the tariff will be cashed in/out at the high/low MIP for the production month. Customers taking on more imbalance than their posted imbalance may be subject to additional credit review.

Initiating Trader can choose from the drop down menu or fill in the required fields.

Home Update Information	Imbalance Resolution Cu	arrent Imbalance Period: 201901		Imbalance Trade
Contract Holder - Initiating Trader Name:*	AS Co. Centrast Helder - N	vitiating Trader (DUNU): 22222222		
Operational Impact Area - Initiating Trader? Trade Quentity Reported.* Imbalance Type : Initiating Trader.* Initiating Trader Name: Initiating Trader QUONY: Initiating Trader Contact Faunt: Initiating Trader Contact Faunt: Initiating Trader Contact Faunt:	Select         Proceed Ditt: User/arr           Procent Value         Proceed Varial Orgy 1118           Select         Proceed Varial Orgy 1118	Contract Holder - Conferning Trader Name:*	[alest	
Imbalance Period - Initiating Trader: Imbalance Trade Direction Indicator:*	201901 I to the initiating trader from the confirming bader.)			Clear Submit

#### **Required Fields:**

**\*Contract Holder–Initiating Trader Name** – Drop down menu will include the users' own imbalance and if the user represents other customers that have an imbalance, their imbalances will be displayed.

**\*Operation Impact Area-Initiating Trader** - Choose from the drop down menu: Market or Field

**\*Trade Quantity Requested**: Enter value of dekatherm (Dth) requested (*must be a positive integer*)

\*Imbalance Type: Initiating Trader - Choose from the drop down menu: Long (Due To Svc Req) Short (Due From Svc Req)

Other initiating trader fields will auto-fill. Fax number is optional.

Contract Holder - Initiating Trader Name:* BBB G/	AS CO. Contract H
Operational Impact Area - Initiating Trader:* Trade Quantity Requested:* Imbalance Type : Initiating Trader:*	Select     Posted OIA: Market       Enter Value     Posted Imb Qty: 1110       Select     Posted Imb Dir: Long (Due To Svc Req)
Initiating Trader Name: Initiating Trader (DUNS): Initiating Trader Contact Name: Initiating Trader Contact Phone Number: Initiating Trader Contact E-mail: Initiating Trader Contact Eax:	BBB GAS CO. 222222222 JOHN DOE (402) 398-5679 BILLINGERROR@NNGCO.COM
Imbalance Period - Initiating Trader: Imbalance Trade Direction Indicator:* O To Init Trdr (The quantity is being traded O From Init Trdr (The quantity is being traded)	202001 to the initiating trader from the confirming trader.) from the initiating trader to the confirming trader.)

The contract holders Posted OIA, Posted Imb Qty and Posted Imb Dir will display on the screen to assist in entering the trade.

\*Imbalance Trade Direction Indicator - Choose one radio button:

Imbalance Tra	de Direction Indicator:*
○ To Init Trdr	(The quantity is being traded to the initiating trader from the confirming trader.)
○ From Init Trd	Ir (The quantity is being traded from the initiating trader to the confirming trader.)

Choose the Contract Holder -Confirming Trader Name, using the drop down menu, which lists every customer with a posted imbalance.

Home Update Information	Imbalance Resolution	Current Imbalance Period: 201901		Imbalance Trade
Contract Holder - Initiating Trader Name:* AAA G	IS CO. Contract Hal	lder - Initiating Trader (DUNIS): 11111111		
Operational Impact Area - Initiating Trader.* Trade Quantity Requested.* Imbalance Type : Initiating Trader.*	Select         Proceed OM: Startine           Initial Value         Proceed Units Obj: 1118           Select         Proceed Intel Obj: 1118	Contract Holder - Confirming Trader Name:* Contract Holder - Confirming Trader (DUNS):	CTC CAL FOR.	
Initiating Trader Kame: Initiating Trader (DUIS); Initiating Trader Contact Hones Number: Initiating Trader Contact Fones Number: Initiating Trader Contact Fac:	AAA GAS CO. 11111111 MRD (XONIS (KKD) 396-122A Millingentrationgis.com (xee) mar.eeee	Confirming Trader Mann: Confirming Trader (OMK): Confirming Trader Contact Home: Confirming Trader Contact Home Rumber: Confirming Trader Contact Formal: Confirming Trader Contact Fac:	CCC 645 (D), 33333333 TOM 6421N (402) 346-5478 Billingerondings.com (102) and-6428	
Imbalance Period - Initiating Trader: Imbalance Trade Direction Indicator:* O to Init Tele (The quantity is being traded	201981 In the initialing loader from the confirming trader.)			Coar Submit

Confirming Trader information will auto-fill. Fax number is optional.

Contract Holder - Confirming Trader Name:*	CCC GAS CO.
contract noider - commining frader (Dois).	22222222
Confirming Trader Name:	CCC GAS CO.
Confirming Trader (DUNS):	33333333
Confirming Trader Contact Name:	TOM GREEN
Confirming Trader Contact Phone Number:	(402) 398-5678
Confirming Trader Contact E-mail:	billingerror@nngco.com
Confirming Trader Contact Fax:	(###) ###-####

Click **Submit**. "Trade has been submitted" will appear at the top of your screen.

Trades can be reviewed by clicking Initiating Trader Review Imbalance Position to review how the trade affects the remaining balance. See two examples below. The long/short (due to or due from) along with the direction of the imbalance will determine if it will increase/decrease the customer's posted imbalance.

You will receive a pop up notice if you increase your posted imbalance. Agents may experience this as they often will increase their own posted imbalance by taking on imbalances of their customers, and then trade the entire cumulative imbalance with third parties.

You may click **Yes** or **No** to proceed.



#### Example #1

Selecting the **From Init Trdr** indicator enables the initiating trader to review their imbalance position.

Initiating Trader Review Imbalance Position

If the initiating trader represents both parties, the impact to the confirming party can be viewed by clicking the **Confirming Trader Review Imbalance Position** button.

		Confirming Trader Review Imbalan	ce Position	
Home Update Information	Imbalance Resolution Administration	Current Imbalance Period: 25	2002	Imbalance Trad
Contract Holder - Initiating Trader Name:*	AS (0.	Contract Holder - Initiating Trader (DUNS): 22222222		
Operational Impact Area - Initiating Trader.* Trade Quantity Requested.* Imbalance Type : Initiatine Trader.*	Market V S00 Posted OLA: Market Posted imb Qty: 1527 Lione (Due To Syx Reg) V Posted imb Dir: Lone (Due	Contract Holder - Confirming Trader Name:* Contract Holder - Confirming Trader (CONC): To Soc Rea)	CCC 645 CO. 333333333	
Initiating Trader Name: Initiating Trader (OUNS): Initiating Trader Contact Honee Number: Initiating Trader Contact Phone Number: Initiating Trader Contact Fassil Initiating Trader Contact Fas:	ене САС СО. 22222222 ронк Dot (402) 398-5679 П.LINICERSONERHINGCO.COM	Confirming Trader Name: Confirming Trader (DURA): Confirming Trader Contact Hanas: Confirming Trader Contact Honon Number: Confirming Trader Contact Hana; Confirming Trader Contact Hana;	CCC GAS CO. 353333333 TOM GRIZIN (402) 398-5678 Millingwrordfongro.com (440) 484-4449	
Imbalance Period - Initiating Trader: Imbalance Trade Direction Indicator:* To Init Tohr (The quantity is being traded * from Init Trift (The quantity is being traded	202002 To the initiating trader from the confirming trader.) from the initiating trader to the confirming trader.)			Clear Submit Initialing Trader Review Imbalance Position Confirming Trader Review Imbalance Position

The remaining imbalance was reduced by 500 Dth on the Initiating Trader side.

Regioning Trade Begioning Imbalance Ending Trade Ending Trade	
Kemaining Irade Regioning Impalance	÷.
Quantity Direction Trade Quantity Svc Req Name Trade Status Quantity Direction	ince
30000 Due To Svc Reg 500 CCC GAS CO. Pending 29500 Due To Svc Re	

#### Example #2

Selecting the **To Init Trdr** indicator also enables the initiating trader to review their imbalance position.



If the initiating trader represents both parties, the impact to the confirming party can be viewed by clicking the **Confirming Trader Review Imbalance Position** button.

		Confirming Trader Review Imbalan	ce Position	
Home Update Information	Imbalance Resolution Administration	Current Imbalance Period: 20	2002	Imbalance Tra
Contract Holder - Initiating Trader Name:* 888 G	AS CO.	Contract Holder - Initiating Trader (BUNS): 222222222		
Operational Impact Area - Initiating Trader:*	Market V Posted OIA: Market	Contract Holder - Confirming Trader Name:*	CCC GAS CO.	
Trade Quantity Requested:*	500 Posted Imb Qty: 1527	Contract Holder - Confirming Trader (DUNS):	333333333	
Imbalance Type : Initiating Trader:*	Long (Due To Svc Req) V Posted Imb Dir: Long (Due	To Sec Reg)		
Initiating Trader Name:	BBB GAS CO.	Confirming Trader Name:	rrr 645.00	
Initiating Trader (DUNS):	222222222	Confirming Trader (DUNS):	33333333	
Initiating Trader Contact Name:	JOHN DOE	Confirming Trader Contact Name:	TOM GREEN	
Initiating Trader Contact Phone Number:	(402) 398-5679	Confirming Trader Contact Phone Number:	(402) 398-5678	
Initiating Trader Contact E-mail:	BILLINGERRORDNINGCO.COM	Confirming Trader Contact E-mail:	billingerror@nngco.com	
Initiating Trader Contact Fax:	(***) *** ****	Confirming Trader Contact Fax:	(464) ###-####	
Imbalance Period - Initiating Trader:	282082			Clear Submit
Imbalance Trade Direction Indicator:*				Initiating Trader Review Imbalance Position
To init Trde (The quantity is being traded     From init Trde (The quantity is being traded	to the initiating trader from the confirming trader.) from the initiating trader to the confirming trader.)			Confirming Trader Review Imbalance Position

The remaining imbalance was increased by 500 Dth on the Initiating Trader side.

nce Trade Quantity Svo	c Req Name	Trade Status	Remaining Trade Quantity	ria 2 Ending Imbalance Direction
500 CCC	C GAS CO.	Pending	30500	Due To Svc Req
	nce Trade Quantity Sv 500 CC	nce Trade Quantity Svc Req Name 500 CCC GAS CO.	nce Trade Quantity Svc Req Name Trade Status	nce Trade Quantity Svc Req Name Trade Status Remaining Trade Quantity 500 CCC GAS CO. Pending 30500

## Imbalance Trade Only

Click Imbalance Trade Only under the Imbalance Resolution drop down.

Imbalance Resolution
Imbalance Resolution Election
Imbalance Trade
Imbalance Trade Only
Accept/Reject Imbalance Trade
Withdraw Imbalance Trade
Historical Imbalance Elections
Historical Imbalance Trade Request
Posted Imbalances

An agent is able to trade imbalances on behalf of more than one customer at the same time as long as the agent has their own imbalance.

Agents without their own imbalance will perform Imbalance Trade instead of Imbalance Trade Only for the customers they trade on behalf of.

Agent will retrieve all customers they are agent for, so long as there has not been another election of a different means performed. Click the box for each customer to resolve the entire imbalance.

Click the box for each customer to resolve their entire imbalance. If the agent does not want to resolve the entire imbalance for one or more customers, leave the box blank.

To resolve partial imbalances or utilize another form of resolution, you will need to utilize **Imbalance Trade** instead of **Imbalance Trade Only** or, choose another form of resolution from the Imbalance Resolution Election screen.

Home Update Information Imbalance Resolution			Current Imbalance Period	: 201901	Imbalance Trade 0	Only
Initiating Trader Name:* DDD GAS CO.	Initiating Trader: 4444444	44 Initiating Trader	Proprietary Code(LE): 14699	~		
Filter: Filter results						
Contract Holder - Initiating Trader Name	Contract Holder - Initiating Trader Proprietary Code (LE)	Posted Imbalance \$ Quantity	Imbalance Direction \$	OIA 3	Trade Quantity Requested	
CITY OF AAA	14700	100	Due From Svc Req	Market	0	
CITY OF 888	14701	200	Due To Svc Reg	Market	0	
CITY OF CCC	14702	300	Due To Svc Req	Market	0	

A checkmark will appear in each box when selected.

Home Update Information	Imbalance	Resolution		Current Imbalance Period	: 201901	Imbalan	ce Trade Only
Emulate User:* mpine	× • User I	Name: Mary Pine					
Initiating Trader Name:* DDD GAS CO.		Initiating Trader: 4444444	14 Initiating Trader	Proprietary Code(LE): 14699			
Filter: Filter results							
Contract Holder - Initiating Trader Name	÷	Contract Holder - Initiating Trader Proprietary Code (LE)	Posted Imbalance Quantity	Imbalance Direction \$	OIA	Trade Quantity Requested	:
CITY OF AMA		14700	100	Due From Svc Reg	Market	100 2	
CTTY OF BBS		14701	200	Due To Svc Reg	Market	200	
CITY OF CCC		14702	300	Due To Svc Reg	Market	300	

Emulate User:* mpine	X 🔻 User I	Name: Mary Pine							
Initiating Trader Name:* 000 GAS CO.		Initiating Trader: 444444	44 Initiating Trader	Proprietary Code(LE): 14699					
Filter: Filter results								⊕ <u>↑</u>	Submit
Contract Holder - Initiating Trader Name	+	Contract Holder - Initiating Trader Proprietary Code (LE)	Posted Imbalance I Quantity I	Imbalance Direction \$	OLA	Trade Quantity Requested	:		3
UIT OF AMA		14/10	100	Due from Soc Reg	Market	101			
CITY OF BEB		901	20	Que To Soc Reg	Market	201			
CIFY OF CCC		14/12		Dae To Svc Reg	Market	2M			

Click **Submit** to save changes.

After clicking **Submit** the message below will appear:



Click **Yes** to submit successfully. All agent trades will be automatically accepted.

Click **No** to go back to the Imbalance Trade Only election screen to make additional changes.

## Accept/Reject Imbalance Trade

When an imbalance trade request is submitted, an email will be sent to the confirming customer. The confirming customer must log into the IRES system to accept or reject the request in order for the trade to be effectuated. Once the confirming customer accepts or rejects, Northern will approve or reject the trade request with an email notice going to each customer.

Go to Imbalance Resolution drop down and click Accept/Reject Imbalance Trade.

nformation	Imbalance Resolution
Imbalance	Resolution Election
Imbalance	Trade
Imbalance	Trade Only
Accept/Reje	ect Imbalance Trade
Withdraw I	mbalance Trade
Historical II	mbalance Elections
Historical II	mbalance Trade Request
Posted Imb	alances

Go to the Home page and under Trades Awaiting Approval, click **View Trade** to go back to the Accept/Reject Imbalance Trade screen.

Home Update	Information Imbalance Resolution		Current Imbalance Per	iod: 201901						Dashboard
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The status will show **Pending**.

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Home Update Information	Imbalance Resolution	Current Imbalance Period: 201901	Accept/Reject Imbala	nce Trade
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To view details, click **View Trade**.



Details of the trade are shown at the bottom of the screen.

Special Prior Prio Prio	Home Update Information	Imbalance Resolution	5	Cu	rrent Imbalance Period: 2	01901				10		- X	Accept/Rej	ect Imbalance Trade
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* from heit Infr (The quantity is being traded from the initiating trader.) Review inhalance Position Accept Reject	* From Init Trdr (The quantity is being tra	fed from the initiating trader to	the confirming trader.)								Review	Imbalance Positio	n Accep	eject

The imbalance trade can be accepted or rejected by clicking **Accept** or **Reject**. Either action will generate an email to the Initiating, Confirming parties and Northern.

The imbalance position can be viewed prior to accepting or rejecting the trade by clicking the **Review Imbalance Position** button.

Home Update Information	Imbalance Resolution				Curr	ent Imbalance Perio	d: 2019	01				- 55		-		Accept/Rejec	t Imbalance Trade
Filter results																	÷£
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Initiating Trader Contact Name:	MARY PINE			Confirmin	ng Trader ng Trader	(DUNG): Contact Name:	512	SAN HART									
Initiating Trader Contact Phone Number: Initiating Trader Contact Local?	(482) 398-5522 hillioneroodleanea.com			Confirmin	ng Trader Ng Trader	Contact Phone Number	r: (4) bit	02) 398-4601 Second Control (199									
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Imbalance Period - Initiating Trader:	201901																
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The balance may increase or decrease based on other trades or other resolution methods that have already been accepted. The imbalance direction may also be affected by switching between Due to Svc Req and Due from Svc Req until all trades are approved.

ontract Holder - Trader Name: osted Imbalance Quantity: acted Imbalance To Storage: lected In-Kind Payback: emaining Imbalance Quantity:	CITY OF FFF 300 0 300	Imbalance Direction: Due To Sv	rc Req		
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## Withdraw Imbalance Trade

Once a trade has been submitted only the initiating trader will be able to withdraw the imbalance trade request, which must be in pending status. If the confirming trader has already accepted the request, then the trade is complete and not eligible to be withdrawn.

nfor	rmation Imbalance Resolution		
	Imbalance Resolution Election		
	Imbalance Trade		
	Imbalance Trade Only		
	Accept/Reject Imbalance Trade		
	Withdraw Imbalance Trade		
	Historical Imbalance Elections	Status ‡	
	Historical Imbalance Trade Request	Pending	Withdraw
	Posted Imbalances		
Update Information Imbalance Resolution	Current Imbalance Period: 201901		Withdraw Imbalance Trade
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Click **Withdraw**, to view the details of the imbalance trade request. Then either click **Withdraw** which will cancel the transaction or **Cancel** which will leave the trade request in pending status.

Home Update Information	Imbalance Resolution			Curr	rent Imbalance Peri	od: 20190	1								Withdra	w Imbalance Trade
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twittating Trader Name: Initiating Trader (DUNG): Initiating Trader Contant Name: Initiating Trader Contact Home Number: Initiating Trader Contact I-mail: Initiating Trader Contact I-mail:	EEE GAS CO. 9999999999 SUSAN HART (482) 398-6641 billingerron@rengco.com			Confirming To Confirming To Confirming To Confirming To Confirming To	ader Name: rader (DUNS): rader Contact Name: rader Contact Phone N rader Contact E-mail: rader Contact E-mail:	undore:	AAA GAS CO. 111111111 FRED JONES (402) 398-1234 billingerror@nogco.com									
Imbalance Period - Initiating Trader: Imbalance Trade Direction Indicator # To Init Trafe (The quantity is being Ica Press Init Trafe (The quantity is being tra	201901 ded to the initiating trader from th ded from the initiating trader to th	te coeffirming trader.) te coeffirming trader.)		Withdrawal R	Request Date:	)	82/13/2019								Cancel	Withdraw
											•	ancel			ithdraw	

## **Historical Imbalance Election**

Select Historical Imbalance Elections from the drop down to view previous imbalance resolution elections.



Historical Imbalance Elections can be viewed by imbalance period for up to six years.

The elections may also be exported to Excel using the icon designated here.

Home I	Update Information	Imbalance Resolut	ion		Current Im	balance Period:	201901				345		н	istorical Imbala	ance Election	15
Imbalance Period: 201901	Che	oose imbalan	ce period from th	e drop down	menu.					Use the	e scrollbar to v	iew more ele	ctions.	Expo		
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CITY OF CCC			14742	Due To Suc Reg	306	Market			300		300	Due To Suc Reg			Ver	
000 GAS CO.			54639	Due To Svc Reg	50000	Market	190	200	49706	4	45790	the To Sec Reg	Mary Pine		Ven	
											*Remaining In	balance is Posted links	alance Quantity in	nimus Storage and	In-Kind Payle	ack

Click **View** to see details of the historical imbalance resolution elections.

Home	Update Information	Imbalance Resoluti	on		Current	Imbalance Perio	d: 201901						Histori	cal Imbalance Elections
Imbalance Period: 201901	~													
Filter: Filter results														ə 1
E Holder Name	1	•.	K Holder Prop (LE) \$	Installance 8 Direction Due From Svt. Reg	Posted Inhalance Quantity 108	OLA <sup>2</sup> 4	University Storage E	in-Kind 2 Payback 2	Renaining S Inhalance S	lule 1	Cash In/Out 2 Quantity 5M	Cash In/Dut # Direction # Due From Soc Reg	Last Update Mary Fire	1 Ver
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trade: Cash In/Dat:	0 49700 Due To Suc Req			nik Number Type 1 170060 FT	Vvertan Stor	age Point: 9 horized Overnarc	n OGDEN DEF, DELIVE <sup>7</sup> Accept Reject	tr.						
Approved Trades														
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Contrast Holder - Iniziating Trader Name	1	4 Contract H Trader Proj	older - Initiating #	Initiating Trader Postel Imhalance Trade Direct	on \$ Trade Quart Requested	iry ± lini Dir	belance Trade 4 ection Indicator 4	Contrast Hulder - Confirming Trader Nam	1	+	Contract Holder - Con Trader Proprietary Co	Generating # Ca Ser (5.8) # Ban	nfirming Inader Posted balance Trade Direction	* 01A <sup>3</sup> +

## **Historical Imbalance Trade Request**

Select Historical Imbalance Trade Request from the drop down to view previous imbalance trades.

nformation	Imbalance Resolution
Imbalance	Resolution Election
Imbalance	Trade
Imbalance	Trade Only
Accept/Reje	ect Imbalance Trade
Withdraw I	mbalance Trade
Historical II	mbalance Elections
Historical II	mbalance Trade Request
Posted Imb	alances

Using the drop down menu to choose the imbalance period.

Imbala	nce Period: 201901	$\checkmark$							<u>↑</u>	Export	:
	ome Update Information	Imbalance Resolution		Curre	nt Imbalance Period: 201901	ĺ.				Historical Im	balance Trade Request
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Filter: Filter	results				-						÷ (
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201901	CITY OF BBB	14291	Due to Sec Reg	100	From Init Trdr	DITY OF HY	54706	Due To Sec Reg	Market	Pending	View Trade
201901	CITY OF CCC	14742	Due To Sec Reg	50	Frem Init Tyde	800 GAS-CO.	54699	Due To Sec Reg	Market	Accept	View Trade
201901	000 GAS CD.	14699	Due To Six Reg	500	From Init Tele	AAA GAS CD.	54696	Due Iron Sic Reg	Market	Pending	View Trade
201961	000 GAS CO.	14699	Que la Suc Reg	200	Fram Init Trate	OTTY OF AMA	34200	Due from Sac Beg	Market	Accept	View Trade

Click **View** to display the trade details.

Home Upd	ate Information	Imbalance Res	olution			Cu	arrent limba	alance Po	eriod: 20190	¢)											His	storical Im	ibalance Ele	ections
Imhalance Period: 201901 🗸																								
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indulance to Storage: In-Xind Payback: 3% of Scheduled Delivered Trafic: Cash In/Dat: Dae Fre	8 9 1 Quantity in 15 8 500 en Suc Req																							
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## **Posted Imbalances**

Select Posted Imbalances from the drop down to view imbalance on Northern's website.



Posted Imbalances on Northern's website.

Nor	thern ural Gas		3. Pipeline 888-367	Emergency -6671		877 402	eral Informatio 654-0646 398-7200	'n		1 Tec 864 400	hnical Helpd 810-5268, 398-7664,	esk			Cal	Before You Di	E		
Informational Postings	Customer Activities	News	Safety and Public A	wareness S	lupport f	xpansion Projects	About Us	Careers	Contact Us										
Home / Informational Post	tings / Posted imbalances																		
Capacity		Poste	d Imbalan	ices															
Gas Quality	*																		
Index Of Customera		Date Reque	sted: Apr 18 2019 10-	40 AM															
Locations		TSP Name:	e	Northern N	atural Gas Co	mpany													
Notices	*	TSP:	Deriod-	784158214															
Posted Imbalances		mounter	r er over	ULLULT															
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Standards Of Conduct																			
Tariff																			
Transactional Reporting		RELOA	DOWNLOA	n Imbala	nce Resoluti	on Election Syste	m												
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#### **Imbalance to Storage with Multiple Points**

A customer may choose to distribute Imbalance to Storage volumes among multiple points provided there is adequate storage FDQ available. If there is not sufficient FDQ, the balance will be cashed-out if the customer does not specify a specific storage overrun contract.

The **Request for Imbalance to Storage with Multiple Points** form can be found on the <u>Support>Agreements/Forms</u> page under the heading *Trading/Imbalance Forms*.

http://www.northernnaturalgas.com/support/Pages/AgreementsForms.aspx

#### Trading / Imbalance Forms

Request for Imbalance to Storage with Multiple Points

This form should be completed and submitted to Northern no later than 10:00 PM of the 12th business day to request Imbalance to Storage with Multiple Points.

Submit   😰 Close   🛃 Print Pi	ern Il Gas			
Request for Imb	alance to Stora	age with Multi	ple Points	
Legal Entity Name		*		
Legal Entity Number		*		
Contact Name		*		
Email Address			*	
Contact Phone Number	(*) * -	k		
Contract Holder				
Imbalance Period		*		
Submitter Name		*		
Date	2/21/2019			
Storage Contract	Point Name	Point Number	Imbalance Quantity*	/erified by NNG
			*	
Insert item				
Submit 🛛 🔯 Close 🗍 🛁 Print Pr	review			

The \* designates a required field.

To insert additional Point Numbers with specific volumes, click **Insert item** When completed, click **Submit** in the upper left hand corner.

## **Customer Imbalance Tiering**

Volume differences between monthly receipts and deliveries shall be accumulated and recorded in a customer account. Northern and customer shall manage monthly receipts or deliveries so that the account balance shall be kept as near to zero as practicable. Imbalances shall be determined on a dollar valued basis, which means that Northern will first determine the imbalance quantity for each month by legal entity on an Dth basis and then will determine a dollar value using the Dth quantity and the applicable MIP, as tiered for imbalance level.

#### Tiering of MIPs

Except for Small Customers, the Market Area, Field Area, or Gulf Coast MIP is tiered based upon the monthly imbalance level of the legal entity, in accordance with the following schedule:

Imbalance Level*	Due Northern	Due Customer
0% - 3%	HIGH MIP * 1.00	LOW MIP * 1.00
Greater than 3% up to 5%	HIGH MIP * 1.02	LOW MIP * 0.98
Greater than 5% up to 10%	HIGH MIP * 1.10	LOW MIP * 0.90
Greater than 10% up to 15%	HIGH MIP * 1.20	LOW MIP * 0.80
Greater than 15% up to 20%	HIGH MIP * 1.30	LOW MIP * 0.70
Greater than 20%	HIGH MIP * 1.40	LOW MIP * 0.60

\*The imbalance level is determined by dividing the legal entity's monthly Volumetric Imbalance by its monthly deliveries. Such monthly deliveries shall exclude Customer's deliveries under MPS agreements, solely for purposes of calculating Customer's transportation imbalances percentage.

For any legal entity listed as a Small Customer on Sheet No. 510 of Northern's Tariff, tiering shall be as set forth above, except the imbalance level and associated valuation applicable for the first tier of MIP \* 1.00 is equal to the greater of 1,000 Dth or 3%.

The tier valuation factors listed above will be applied to the portion of the imbalance level which falls within each tier.

Delivery point operators of an operational zone point shall have the ability to determine the imbalance level by an alternate method ("alternate imbalance level determination"), by submitting a request to Northern which allows for the use of third party deliveries to the selected operational zone point when determining imbalance tiers, subject to the following criteria:

- Requester is the operator of a zone point
- Billing of the last-through-the-meter methodology is used
- Prior to the beginning of any month (or at the time of the elections) Northern has been provided the legal entity(s) delivery to the delivery point operator's operational zone for the month
- Monthly imbalance level exceeds 3%

The delivery point operator must submit a request to use the alternate imbalance level determination. The request must include the following:

- Time period for the election the time period can be prior to the beginning of any month and remain in effect until changed by the delivery point operator
- The zone point that will use the alternate imbalance level determination rule - only one zone point can be elected even if requester has multiple zone points

- A statement verifying that the zone point has last-through-the-meter methodology
- A statement that all legal entities' deliveries to the selected zone point should be used in determining the imbalance level for the delivery point operator

If the delivery point operator meets the criteria above and Northern has received a request prior to the beginning of any month, then Northern will beginning with the month requested and until changed by the delivery point operator:

- Aggregate the deliveries by any customer to the selected zone point (including points behind the zone delivery point) to determine the imbalance tiers
- Include all the delivery point operator's deliveries under any transport contract (to any point including all zone points) to determine the imbalance tiers

For additional information regarding resolution of imbalances see Section 32 - Balancing of the General Terms and Conditions of Northern's Tariff beginning on Sheet No. 267.