

# **Appendix B— Transaction Terms and Codes**

**Adjustment Amount:** Dollars posted to the Customer's account for the Supplier portion of the bill. Can be credit or debit dollars, source identified by the Adjustment Code.

**Adjustment Code:** A code that identifies the source of the adjustment dollars.

On the EDI 810:	ADJ002	Miscellaneous Correction/Adjustment
	ADJ008	Sales Tax Adjustment
	LPC001	Late Payment Charge/Arrears Interest
	PRB0001	Past Due Balance – arrears
	TPI002	Supplier Initiated Adjustment

**Arrears Interest:** The amount of accrued interest charges (Late Payment Charges) on any outstanding debt for the Supplier portion of the bill. Interest charges are calculated in accordance with DTE regulations.

**Bill Activity Type:** Indicates the pertinent characteristics of the usage and/or billed amounts being reported to the Supplier. Each LDC should devise a method for providing the EDI translator with the information required to indicate an original bill, a cancelled bill, and a final bill, for both the 867-M and 810-B transactions.

**Bill To Address 1:** The first address field of data that relates to the Customer's mailing address. This field may contain delivery information such as the mailing street address or a Post Office Box number.

**Bill To Address 2:** The second address field of data that relates to the Customer's mailing address. This field may contain any additional mailing address delivery information that exceeds the space provided by Bill To Address 1.

**Bill To City:** The mailing address city name.

**Bill To Country:** The mailing address Country Code, if the mailing address is outside of the U.S.

**Bill To Postal Code:** The mailing address Postal Code. This field would contain the Zip Code, and possibly the Carrier Route, if the mailing address were within the U.S.

**Bill To State:** The mailing address standard postal abbreviation for the state.

**Billing Date:** Date on which the LDC billed the usage and, if complete billing option is requested, also billed for the Supplier.

**Billing Demand:** The demand value (in therms) for the historic billing period that the LDC used to calculate Demand Charges, if applicable, for Distribution Service.

**Billing Option:** Indicates whether the customer will receive a single consolidated bill for generation service and distribution service from the LDC (Complete Bill), or two bills, one for generation service from the Supplier and one for Distribution Service from the LDC (Passthrough).

**Cross Reference Number:** An alphanumeric designator assigned to a transaction for use in matching initial transactions with the appropriate responses or to assist with the research and solution of production problems. See Transaction ID Number.

**Current Budget Charge:** The current Budget Charge amount billed on the Supplier portion of a complete bill.

**Current Customer Charge:** The current Customer Charge amount billed on the Supplier portion of a complete bill, if provided for in the Supplier rate.

**Current Demand Charges:** The current billed amount for demand, if applicable, for the Supplier portion of a complete bill.

**Current Meter Reading:** The numbers recorded on the meter register at the time meter is read for a billing period. This number may be assigned if meter has to be estimated for the particular billing period.

**Current Read Date:** The date on which the metered usage amount was determined for the current billing period. It also serves as the end date for the period. The format of the date is CCYYMMDD.

**Current Sales Tax Amount:** The calculated dollars charged for sales tax on the Supplier portion of a complete bill. Sales tax will be calculated only if indicated by the Supplier.

**Current Usage Charges:** The current billed amount for measured units (therms).

**Designated Receipt Point:** The LDC city gate meter for final delivery to retail customers on the LDC's distribution system.

**Earliest Read Date:** The first read date of any meter represented on the bill.

**Effective Date of Service:** The date, assigned by the LDC, that normally reflects the next scheduled cycle meter-read date for the Customer, when: (1) in the case of a confirmed enrollment, the Supplier must initiate Supplier Service, or; (2) in the case of a drop, the first day when the Supplier is no longer to provide Supplier Service to the Customer.

**Latest Read Date:** The last read date of any meter represented on the bill.

**LDC:** A Local Distribution Company engaged in the distribution of Natural Gas to Retail Customers, or that owns, operates or controls distribution facilities.

**LDC Account Number for Customer:** The identifier used by the LDC to uniquely identify their Customer. The Supplier must include the LDC Account Number for the customer in all electronic communications with the LDC.

**LDC Billing Cycle:** The monthly series of days for which the LDC normally bills the Customer. Billing cycles allow the LDC to spread its metering and billing efforts throughout the month. For example, customers on one cycle may be billed on or around the 30<sup>th</sup> day of each month for a period of usage of normally beginning on the first day of that month, while customers on another cycle are billed on or

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around the 15<sup>th</sup> day of each month for a period of usage beginning on or about the 15<sup>th</sup> day of the proceeding month. A schedule of billing cycles and dates is available to all Competitive Suppliers on each LDC's website.

**LDC ID:** The Distribution Company's Dunn & Bradstreet number, with or without the +4 ID.

**LDC Rate Code:** The rate code assigned by the LDC to identify the tariff on which the Customer is billed for Distribution Services.

**Meter Dials:** Total number of dials on a meter register.

**Meter Info Change:** Alphanumeric code indicating action being taken on a meter.

MA = Add  
MR = Remove  
MX = Exchange  
MQ = Changes to Existing Meter

**Meter Multiplier:** Value applied to normalize usage by adjusting the meter reading recorded on the register.

**Meter Number:** The identification number assigned by the LDC to its meter as it appears on the Customer's bill for Distribution Service. This field will be used by the Supplier in conjunction with the LDC Account Number to complete a valid enrollment transaction. In cases where there are multiple meters associated with the LDC Account Number for the customer, *any* Meter Number appearing on the Customer's bill may be used enroll *all* of the meters on the account.

**Meter Status Date:** The date on which the Meter Info Change took place on this meter.

**New Meter Number:** In certain circumstances the LDC must change a Customer's service (i.e. replacement meter). This field will be used to identify the replacement meter number.

**Next Scheduled Read Date:** The next scheduled cycle meter-read date on which Supplier Service may be initiated, provided that a valid enrollment transaction is completed for Supplier Service by 10 days prior to this date.

**Old LDC Account Number for Customer:** In certain circumstances the LDC must change a Customer's account number. This field will be used to identify the former account number.

**Old Meter Number:** In certain circumstances the LDC must change a Customer's service (i.e. replacement meter). This field will be used to identify the former meter number.

**Payment/Adjustment Amount:** Dollars posted to the Customer's account for the Competitive Supplier portion of the bill. Can be credit or debit dollars; the Payment/Adjustment Type identifies the reason for an adjustment.

**Payment/Adjustment Posting Date:** The date the Payment/Adjustment Amount was posted to the Customer's account for the Supplier portion of the bill.

**Payment/Adjustment Type:** A code that identifies the source of the adjustment dollars. Not used for actual payments.

On the EDI 820:	72	Returned Check
	D1	Misapplied Payment

**Previous Meter Reading:** Reading prior to current reading used in determining usage. This is also the start read for a billing period.

**Previous Read Date:** The day the metered usage was determined for the previous billing period. It also serves as the start date of the current period. The format of the date is CCYYMMDD.

**Public Aggregator Code:** A four-character field used to identify a Customer enrolled via a recognized public aggregation program.

**Read Type:** Indicates the type of reading represented by each reading being reported to the Supplier. Each LDC should devise a method for providing the EDI translator with the information required to indicate for each reading whether it is an actual or estimated read, and also distinguish between a period start read, a period end read, and a reading done as part of a meter exchange-in or exchange-out.

**Reject Reason:** When a set of incoming transactions does not process correctly in the receiver's system, this field will be used to communicate the cause of each error encountered on the detail record. (Valid codes are in the EDI 814 and EDI 824 Implementation Guides). Multiple reject reasons may be returned, and the rejected data segment(s) must be echoed back as well.

**Rejected Transaction:** Code on EDI 824 transaction indicating type of transaction on which processing error occurred. Valid EDI transaction types for which an 824 can be returned are:

248	Write-off
810	Complete Billing Information/Supplier Billing Information
820	Customer Payments/Payment Adjustments
867	Customer Billing Usage/Historical Usage

**Rejected Transaction Reference Number:** A unique number originally assigned by sender to a rejected transaction for future identification; returned on the EDI 824 transaction.

**Remittance Tracking Number:** A unique alphanumeric designator assigned to a payment and/or adjustment transaction to be sent to a Supplier. The same designator should appear on the EDI 820 notification transaction and also on the check, ACH Transfer, or other payment method used to achieve a cash settlement for the specific transaction.

**Remittance Transfer Date:** The date on which the LDC will pay the Supplier any monies due.

**Sales Tax Indicator:** When Complete Billing is requested indicates whether sales tax is to be applied to the service or not. EDI standards require translations to certain combinations of standard values (see EDI Implementation Guides). Suggested customer system values are:

Y	= Sales Tax Applicable
N	= No Sales Tax Applicable

**Seasonal Indicator:** Alphanumeric code used to indicate whether winter or summer rates were in effect for a billing period.

**Service Indicator:** Code used to identify the type of Distribution Service to be provided to the customer in conjunction with Supplier Service. Values are:

- D = Daily Metered Distribution Service
- N = Non-Daily Metered Distribution Service

**Supplier Account Number for Customer:** The identifier assigned by the Supplier to identify their account. Suppliers should use this field to *uniquely* identify their Customers. The LDC must include the Supplier Account Number, when provided, in all electronic communications with the Supplier.

**Supplier Arrears:** The total amount due to the Supplier by the Customer that is considered overdue.

**Supplier ID:** The Supplier's Dunn & Bradstreet number, with or without the +4 ID.

**Supplier Rate Amount:** A decimal number provided by the Supplier to be applied to the customer usage at time of billing for gas provided by the Supplier. If used, Supplier Rate Code 1 must also be provided with value of PPT, PER, or BUD specified. (See Supplier Rate Code 1). Supplier Rate Amount is invalid when Supplier Rate Code 2 is used.

**Supplier Rate Code 1:** A rate code assigned by the Supplier to identify the category of Supplier Service provided to the Customer. It can be used in two ways, depending on whether Supplier Rate 2 or Supplier Rate Amount is provided. For Supplier Rate Code 2 provided: Actual code value is at the Supplier's discretion, but should be consistent in purpose with LDC's tariff (i.e. a residential customer should not be assigned a commercial code, etc.) For Supplier Rate Amount provided: Specified values indicate how the decimal number in Supplier Rate Amount is to be applied when calculating supplier portion of customer bill. Valid values for Supplier Rate Code 1 are:

- PPT Price per Therm
- PER Percentage of discount on LDC Default Service price
- BUD Monthly budget amount

NOTE: Not all LDC's support the use of Supplier Rate Amount.

**Supplier Rate Code 2:** The price point that the Customer will be charged for gas service within a particular Supplier Rate Code 1 category. This is a code pointing to the decimal number and other related charges, not the decimal number itself. Each Supplier Rate Code 1 category can support multiple Supplier Rate Code 2 price points. Supplier Rate Code 2 is invalid when Supplier Rate Amount is used.

**TCQ Exempt Flag:** Indicates whether capacity is assigned or not assigned to a Supplier.

**Therm Conversion Factor:** Multiplier value applied to CCF's to arrive at therms.

**Total Amount Due Supplier:** This is a summation of all current charges, arrears interest and arrears for this account within the Billing Record.

**Total Billing Units:** The total metered usage for the billing period (in therms) for the Customer's account, representing the total billing units applied by the LDC for calculating charges for Distribution Service.

**Total Capacity Quantity:** Required capacity associated with an individual customer meter. Calculated on a yearly basis. Assigned to a Supplier at the time of successful customer enrollment.

**Transaction Creation Date:** The date stamp indicating the day on which a transaction was created, usually assigned via a system date.

**Transaction ID Number:** An alphanumeric designator assigned to a transaction for use in matching initial transactions with the appropriate responses or to assist with the research and solution of production problems.

**Write-off Amount:** Customer balance amount forwarded to a Supplier by the LDC after a Supplier and Customer dissolve a relationship. After two billing cycles, the LDC notifies the Supplier he is now responsible for the collection of any outstanding funds or the refund of any outstanding credits.

**Write-off Date:** Date the LDC forwards the customer balance amount to Supplier for collection or credit refund.