



STATE OF MAINE
PUBLIC UTILITIES COMMISSION
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THOMAS WELCH
CHAIRMAN

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COMMISSIONERS

January 31, 2014

TO: Small Consumer Owned Electric Utilities

SUBJECT: 2013 Annual Financial Report to the Public Utilities Commission

Annual Report/Revenue Due Date:	April 1, 2014
Extension Request Deadline:	March 28, 2014

Changes in Report: NONE

Source of Gross Revenues: Total Electric Operating Revenues, Subject to Assessment, Page 17, column (c), line 32

Link to Electronic Copy of Report, Filing Instructions and Short Names:
<http://www.maine.gov/mpuc/online/forms/AnnualReportForms.html>

Link to Filing Site: <http://www.maine.gov/mpuc/online/index.shtml>

You are required to file Page 17 of the Annual Financial Report by Electric Utilities (Form A) to the Maine Public Utilities Commission (MPUC) which is available on the web site referenced above. On November 30, 2000, in Docket No. 2000-244 (Investigation of Exemptions for Small Consumer Owned Utilities), the Commission issued its Order Approving Stipulation exempting small consumer-owned transmission and distribution utilities from certain requirements of Title 35-A and the Commission Rules. Pursuant to this order, please complete Page 17 using 2013 data and file the completed Excel file using our electronic filing process as described in the instructions on the referenced web site. Certain aspects of the reporting process are clarified or amplified in the following paragraphs. We will no longer require that you file a paper copy and therefore, an electronic copy must be filed. We understand that you may not have web access. However, access to the web is available at every local library.

Any request for an extension of the filing deadline must be in writing and must be sent to Lucretia Smith, Utility Analyst, at the Commission by March 28, 2014. For this

purpose, an email is acceptable (Lucretia.smith@maine.gov). An extension of up to one month may be granted for filing the complete report. However, because the Commission must complete its annual assessment preparation, which requires use of operating revenue information, by May 1 of each year, companies must file revenue information by the April 1 deadline.

Page 17 requires the utility to report Revenues Subject to MPUC Assessment; these revenues are defined in 35-A M.R.S.A. § 116 as follows, "For the purposes of this section, 'intrastate gross operating revenues' mean intrastate revenues derived from filed rates, except revenues derived from sales for resale." Thus, Revenues for Assessment are those intrastate revenues derived from the sale to end users of goods or services that are made under an approved tariff (sometimes referred to as a schedule of rates) on file with the MPUC or are made under a special contract that is subject to MPUC jurisdiction. Wholesale transactions, in which the utility is the seller, are exempt from assessment. Page 17 includes a separate line for revenues that are derived from Standard Offer Sales. Those revenues are not subject to assessment.

As required by Chapter 710 of the Commission's Rules, each public utility must have its books of account audited annually. Utilities with a fiscal year ending December 31 must file with the Commission a copy of the audited financial statements and the auditor's report by the following July 1. With the audited financial statements, the utility must file an explanation of any material discrepancies between the audited statements and the annual report filed with the Commission. The stipulation did not waive this requirement but did allow for an extension of time to file the audited financial statements. Beginning with the 2013 report, we are requesting that the report be filed in Commission's CMS system, using the same tracking number the utility will be given when it files its PUC annual report.

Beginning with the 2013 report, the annual report filing is done through the Commission's CMS system. We no longer accept paper copies. The instructions for filing the annual report as well as the annual report template are available on our web page at: <http://www.maine.gov/mpuc/online/AnnualFinancialReports.htm>

If you have questions or need further information, please contact Lucretia A. Smith at (207) 287-1383 or Lucretia.Smith@maine.gov.

Sincerely,

/s/ Harry Lanphear

Harry Lanphear
Administrative Director