



Public Utility Commission

Rate Reduction Program Reimbursement Request Procedures



Rate Reduction Program Reimbursement Request Procedures

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Rate Reduction Program Reimbursement Request Procedures

In your computer url type:


http:

<http://www.puc.state.tx.us/webapp/public/apps/sbfund/SBFundLoginPage.aspx>



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Application



User name

Password


Remember me next time.

[Log In](#)



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Application



User name

Password

Remember me next time.

Type your User Name and Password.

Click "Log In"



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
<input type="button" value="Statement List"/>		
Mailing Address		
Address1: <input type="text" value="1700 N. Congress ave"/>		
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		
Edited: <input type="text" value="4/1/2009"/>		Entered: <input type="text" value="3/26/2009"/>
Edited By: <input type="text" value="sbfundrep"/>		Entered By: <input type="text" value="jdilg"/>



Rate Reduction Program Reimbursement Request Procedures

Let's review Components of the Company Home Page. **This information is to be maintained by the REPs.**



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
<input type="button" value="Statement List"/>		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		
Mailing Address		
Address1: <input type="text" value="1700 N. Congress ave"/>		
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>	

Fill in the company physical address, contact person, email address and telephone and fax numbers of the contact person along with any notes you feel are important. **Telephone numbers, Zip Codes and Tax ID No must be numeric. Physical address are required fields along with name and email**



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

sbfundrep | USER1
Log out

<p>Address1: <input type="text" value="1701 N Congress Ave"/></p> <p>Address2: <input type="text"/></p> <p>City: <input type="text" value="Austin"/> State: <input type="text" value="TX"/> Zip: <input type="text" value="78711"/></p> <p>Phone: <input type="text" value="(512) 936-7425"/> Alt: <input type="text" value="(512) 936-7425"/> Fax: <input type="text" value="(512) 936-7058"/></p> <p>Contact: <input type="text" value="Jay Stone"/> Email: <input type="text" value="jay.stone@puc.state.tx.us"/></p> <p>Note: <input type="text" value="Test REP company for SBFund demonstrations."/></p>	<p>Type: <input type="text" value="REP"/></p> <p>Status: <input type="text" value="Active"/></p> <p>Certificate No: <input type="text" value="40018"/></p> <p>Tax ID No: <input type="text" value="741234567"/></p> <p style="text-align: center;"><input type="button" value="Statement List"/></p>
--	--

Mailing Address

Address1:

Address2:

City: State: Zip:

Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>

Fill in the company mailing address. **Mailing address is a required field.**



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
		<input type="button" value="Statement List"/>
Mailing Address		
Address1: <input type="text" value="1700 N. Congress ave"/>		
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
		<input type="button" value="Save"/> <input type="button" value="Cancel"/>
Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>	

Fill in your tax id number. Make sure your tax id number here is the same as the one the State has on your payment file. Differences in these will cause a delay in payment.

Remember this field must be numeric and do not include dashes.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>	
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>	
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Certificate No: <input type="text" value="40018"/>	
Zip: <input type="text" value="78711"/>	Tax ID No: <input type="text" value="741234567"/>		
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>	
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>		
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>			
<input type="button" value="Statement List"/>			
Mailing Address			
Address1: <input type="text" value="1700 N. Congress ave"/>		<input type="button" value="Save"/>	
Address2: <input type="text"/>		<input type="button" value="Cancel"/>	
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>	
Edited: <input type="text" value="4/1/2009"/>		Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>		Entered By: <input type="text" value="jdilg"/>	

REPs cannot edit the type, status and Certificate No. These are edited by the PUC.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

sbfundrep | USER1
Log out

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
<input type="button" value="Statement List"/>		
Mailing Address		
Address1: <input type="text" value="1700 N. Congress ave"/>		<input type="button" value="Save"/>
Address2: <input type="text"/>		<input type="button" value="Cancel"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>	

This area shows the user name and the "Log Out" button.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

sbfundrep | USER1
Log out

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
		<input type="button" value="Statement List"/>
Mailing Address		<input type="button" value="Save"/>
Address1: <input type="text" value="1700 N. Congress ave"/>		<input type="button" value="Cancel"/>
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>	

When you are ready to enter reimbursement information you will click on the "Statement List" tab.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
		<input type="button" value="Statement List"/>
Mailing Address		
Address1: <input type="text" value="1700 N. Congress ave"/>		
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
		<input type="button" value="Save"/> <input type="button" value="Cancel"/>
Edited: <input type="text" value="4/1/2009"/>	Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>	Entered By: <input type="text" value="jdilg"/>	

When you are ready to save or cancel changes to this page you will click on the appropriate tab.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

sbfundrep | USER1
Log out

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>	
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>	
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>	
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>	
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>	
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>	
<input type="button" value="Statement List"/>			
Mailing Address		<input type="button" value="Save"/> <input type="button" value="Cancel"/>	
Address1: <input type="text" value="1700 N. Congress ave"/>			
Address2: <input type="text"/>			
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>		Zip: <input type="text" value="78681"/>
Edited: <input type="text" value="4/1/2009"/>		Entered: <input type="text" value="3/26/2009"/>	
Edited By: <input type="text" value="sbfundrep"/>		Entered By: <input type="text" value="jdilg"/>	

You have completed the "Company Home" updates. Click "Save".



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement
TEST REP COMPANY

sbfundrep | USER1
Log out

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 936-7425"/>	Alt: <input type="text" value="(512) 936-7425"/>	Fax: <input type="text" value="(512) 936-7058"/>
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
<input type="button" value="Statement List"/>		
Mailing Address		<div style="border: 2px solid red; padding: 5px; display: inline-block;">Record saved</div> <input type="button" value="Save"/> <input type="button" value="Cancel"/>
Address1: <input type="text" value="1700 N. Congress ave"/>		
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	
Edited: <input type="text" value="4/1/2009"/>		Entered: <input type="text" value="3/26/2009"/>
Edited By: <input type="text" value="sbfundrep"/>		Entered By: <input type="text" value="jdlg"/>

If all items are input correctly a message of "Record Saved" will appear.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

TEST REP COMPANY

sbfundrep | USER1
Log out

Address1: <input type="text" value="1701 N Congress Ave"/>		Type: <input type="text" value="REP"/>
Address2: <input type="text"/>		Status: <input type="text" value="Active"/>
City: <input type="text" value="austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78711"/>
Phone: <input type="text" value="(512) 826-5312"/>	Alt: <input type="text"/>	Fax: <input type="text" value=""/> *
Contact: <input type="text" value="Jay Stone"/>	Email: <input type="text" value="jay.stone@puc.state.tx.us"/>	Certificate No: <input type="text" value="40018"/>
Note: <input type="text" value="Test REP company for SBFund demonstrations."/>		Tax ID No: <input type="text" value="741234567"/>
		<input type="button" value="Statement List"/>
Mailing Address		Record saved
Address1: <input type="text" value="1700 N. Congress ave"/>		<input type="button" value="Save"/> <input type="button" value="Cancel"/>
Address2: <input type="text"/>		
City: <input type="text" value="Austin"/>	State: <input type="text" value="TX"/>	Zip: <input type="text" value="78681"/>
Edited: <input type="text" value="4/1/2009"/>		Entered: <input type="text" value="3/26/2009"/>
Edited By: <input type="text" value="sbfundrep"/>		Entered By: <input type="text" value="jdilg"/>
<input type="text" value="Fax number required"/>		

If you zero out a required field, this red asterisk will appear. Also if you tried to save this document you will receive an error message.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement TEST REP COMPANY

sbfundrep | USER1
Log out

<p>Address1: <input type="text" value="1701 N Congress Ave"/></p> <p>Address2: <input type="text"/></p> <p>City: <input type="text" value="Austin"/> State: <input type="text" value="TX"/> Zip: <input type="text" value="78711"/></p> <p>Phone: <input type="text" value="(512) 936-7425"/> Alt: <input type="text" value="(512) 936-7425"/> Fax: <input type="text" value="(512) 936-7058"/></p> <p>Contact: <input type="text" value="Jay Stone"/> Email: <input type="text" value="jay.stone@puc.state.tx.us"/></p> <p>Note: <input type="text" value="Test REP company for SBFund demonstrations."/></p>	<p>Type: <input type="text" value="REP"/></p> <p>Status: <input type="text" value="Active"/></p> <p>Certificate No: <input type="text" value="40018"/></p> <p>Tax ID No: <input type="text" value="741234567"/></p> <p><input type="button" value="Statement List"/></p> <p>Record saved</p> <p><input type="button" value="Save"/> <input type="button" value="Cancel"/></p>
<p>Mailing Address</p> <p>Address1: <input type="text" value="1700 N. Congress ave"/></p> <p>Address2: <input type="text"/></p> <p>City: <input type="text" value="Austin"/> State: <input type="text" value="TX"/> Zip: <input type="text" value="78681"/></p>	<p>Edited: <input type="text" value="4/1/2009"/> Entered: <input type="text" value="3/26/2009"/></p> <p>Edited By: <input type="text" value="sbfundrep"/> Entered By: <input type="text" value="jdlg"/></p>

Click "Statement List" tab to start the reimbursement input.



Rate Reduction Program Reimbursement Request Procedures

Components of the Statement List page.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

Your company Name.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

[New Statement](#)

User name and Log Out button.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Company Home > **Statements**

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
Select	Feb	2009	2009-2		100	\$3,160.00	Open

New Statement

Current page you are on.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) > [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

[New Statement](#)

Company Home button. If you need to get to the Company Home page, click here.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

[New Statement](#)

This area offers a complete listing of your company's reimbursement requests. Click on the "Select" tab to open any month.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

The month and year of the reimbursement request.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2		100	\$3,160.00	Open

The PUC quarter and year.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
[Log out](#)

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

[New Statement](#)

Date reimbursement request is submitted.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
[Log out](#)

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

Number of Lite-Up participants.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
[Log out](#)

TEST REP COMPANY

[Company Home](#) >> [Statements](#)

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

Amount of discounts requested by company.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Company Home >> Statements

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
Select	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

New Statement

Is the request still open to be edited or has the reimbursement request been submitted and closed?



Rate Reduction Program Reimbursement Request Procedures

Quick facts to know about inputting and submitting a reimbursement request:

- Each TDU selected will show the approved rate for the current month and any corrections requested;
- **The system will not allow you to submit a reimbursement request with rates that do not match approved commission rates;**
- The system will not allow you to input more than one request per TDU for current month . If you are correcting a previous statement you will be allowed one input for any TDU from any previous request on the current months request;
- **There must be a name in the signature box to complete submittal;**
- Once the statement is submitted it will become read only. If you realize a correction is needed before a payment is issued, you will need to contact the PUC to open the statement. If the correction is realized after the payment is issued, you will need to include a correction on the next months request.



Rate Reduction Program Reimbursement Request Procedures

Creating a New Statement



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Company Home >> Statements

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
Select	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

New Statement

Click the “New Statement” tab to start the process.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

jstone | SUPVR
Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	<input type="text"/>
Month	January	Year	<input type="text"/>		

This REP considers the information provided in this document to be confidential

Lets discuss components of the "Statement Detail" page.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

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Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	<input type="text"/>
Month	May	Year	<input type="text"/>		

This REP considers the information provided in this document to be confidential

Save Cancel

To select the month for the reimbursement form click the down arrow to display a drop down box. Select the month your reimbursement is for.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

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Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	<input type="text"/>
Month	May	Year	2009		
<input type="checkbox"/> This REP considers the information provided in this document to be confidential					

Save Cancel

Enter the year the reimbursement request is for.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

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Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	135126.36
Month	May	Year	2009		
<input type="checkbox"/> This REP considers the information provided in this document to be confidential					

Save Cancel

Enter the statement fees for the month. **This is the total amount paid by the company, not just fees associated with the low-income program.** If everything is correct click "save".



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

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Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	135126.36
Month	May	Year	2009		
<input checked="" type="checkbox"/> This REP considers the information provided in this document to be confidential					

Save

Cancel

If you consider this document to be confidential, check this box. If everything is correct click "save".



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

jstone | SUPVR
Log out

Home >> Test Rep Company >> Statements

Statement Detail

Report Date	6/30/2009	Statement Type	REP	System Benefit Fees Billed During the Period	135126.36
Month	May	<input type="checkbox"/> This document to be confidential			

Windows Internet Explorer

Are all values correct for submission?

OK Cancel

Second chance before you open a new statement. Is all the information correct, if so click "OK".



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement

sbfundrep | USER1
Log out

TEST REP COMPANY

Company Home >> Statements

Statement List

Action	Month	Year	Fiscal Year / Qtr	Date Submitted	Participants	Transactions	Status
<input type="button" value="Select"/>	May	2009	2009-3		0	\$0.00	Open
<input type="button" value="Select"/>	Mar	2009	2009-3	4/2/2009	250	\$6,400.00	Closed
<input type="button" value="Select"/>	Feb	2009	2009-2	4/2/2009	100	\$3,160.00	Closed

[New Statement](#)

The May 2009 form has been created. Click "Select" to open for input.



Rate Reduction Program Reimbursement Request Procedures

Next we will discuss the four sections that make up the “Statement Detail”.



Rate Reduction Program Reimbursement Request Procedures

Statement Detail

Company Type	REP	Month	May	Status	Open	View Report
Report Date	8/8/2009	Year	2009	Date Closed		
Notes				Period Fees	\$135,000.00	
<input checked="" type="checkbox"/> By checking this box, the REP considers the information provided in this document to be confidential						
<input type="checkbox"/> I certify that we have zero electric discount transactions this month						

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$0.00	0	0
Corrections	\$0.00	0	0
Document Total	\$0.00	0	0

Transaction List

Add new Transaction	Add new Correction	Refresh
No records to display.		
Add new Transaction	Add new Correction	Refresh

[Certification of Responsible Official](#)

I certify that I am the responsible official of and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

Type your name



Rate Reduction Program Reimbursement Request Procedures

Statement Detail

I	Company Type REP	B	Month May	C	Status Open	D	View Report
A	Report Date 8/8/2009	B	Year 2009	E	Date Closed	F	Period Fees \$135,000.00
G	<input checked="" type="checkbox"/> By checking this box, the REP considers the information provided in this document to be confidential						
H	<input type="checkbox"/> I certify that we have zero electric discount transactions this month						

- A Report Date is the date the record is created.
- B Month and Year indicates the time frame this report is for.
- C Status lets you know if this statement has been submitted. If the statement has been submitted the status would show closed, if not the status would show open.
- D View Report is a printable report from the transaction on this input screen.
- E Date Closed is the date the request is submitted.
- F Period Fees is the amount submitted for the System Benefit Fees..
- G Confidentiality box lets this document remain confidential.
- H Companies that have zero discount transactions must click this box and submit.
- I If you need to edit Period Fees, Forgot to check the confidential box or if you need to check to certify you do not have any discount transactions for the month.



Rate Reduction Program Reimbursement Request Procedures

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$0.00	0	0
Corrections	\$0.00	0	0
Document Total	\$0.00	0	0

Transaction Summary is just that. It will summarize all current month and correction transactions on the statement you are working in.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

Add new Transaction	Add new Correction	Refresh
No records to display.		
Add new Transaction	Add new Correction	Refresh

Transaction List is where all your statement input will be.

- **Add New Transaction** is clicked when you need to add reimbursement information for the current month.
- **Add New Correction** is clicked if you need to add a correction to a prior submitted report.
- We will go into more detail later in the presentation on Transaction List.



Rate Reduction Program Reimbursement Request Procedures

Certification of Responsible Official

I certify that I am the responsible official of **TEST REP COMPANY** and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

Type your name

When all information has been input and the rates are correct, the REPs responsible official will type in their name and click "Submit". **If the rates are correct the statement will close and be a read only file and if the rates are incorrect and error message will appear.**






Rate Reduction Program Reimbursement Request Procedures

The following are tools and error code explanations.





Rate Reduction Program Reimbursement Request Procedures

DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313	
Discount	Low Income Customers	KWH	Discount / KWH
357136.27	4536	11410104	\$0.0313
• A record already exists for this company			
DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313	
Discount	Low Income Customers	KWH	Discount / KWH
\$357,136.27	4,536	11,410,104	\$0.0313
DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265	
Discount	Low Income Customers	KWH	Discount / KWH
\$13,560.25	253	511,706	\$0.0265


-  Refresh- This will refresh the calculated discount rate.
-  Insert – This will insert a record into the Summary Transactions.
-  Edit – This will allow an inserted record to be opened for editing.



Rate Reduction Program Reimbursement Request Procedures

  **CORRECTION** Approved Discount: \$0.0316

Discount **Low Income Customers** **KWH** **Discount / KWH**



	Discount	Low Income Customers	KWH	Discount / KWH
Original	\$52,047.23	164	1,647,064	\$0.0316
Corrected	<input type="text" value="63562.36"/>	<input type="text" value="176"/>	<input type="text" value="2011467"/> 	\$0.0316
Difference	\$11,515.13	12	364,403	

• A record already exists for this correction.

If you need to cancel a record before you insert it into the reimbursement request you will click the cancel button.



Rate Reduction Program Reimbursement Request Procedures

 DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313			
Discount	Low Income Customers	KWH	Discount / KWH		
\$357,136.27	4,536	11,410,104	\$0.0313		

If you need to delete a record after you insert it into the reimbursement request you will click the delete button.



Rate Reduction Program Reimbursement Request Procedures

The screenshot shows a web application interface with a table of reimbursement records. At the top, there are buttons for "Add new Transaction" and "Add new Correction", and a "Refresh" button. The table has columns for "Discount", "Low Income Customers", "KWH", and "Discount / KWH". A "Windows Internet Explorer" dialog box is overlaid on the table, asking "Are you sure you want to delete this record?" with "OK" and "Cancel" buttons. The "OK" button is highlighted with a red rectangle.

Transaction Type	Entity	Discount	Low Income Customers	KWH	Discount / KWH
DISBURSEMENT	AEP Texas Central	\$357,136.27	4,536	11,410,104	\$0.0313
DISBURSEMENT	AEP Texas North	\$13,560.25			\$0.0265
CORRECTION	AEP Texas Central	Original \$52,047.22	164	1,647,064	\$0.0316

If you still need to delete this record click OK if not click cancel.



Rate Reduction Program Reimbursement Request Procedures

Add new Transaction Add new Correction Refresh

Disbursement AEP Texas Central Approved Discount: \$0.0313

Discount	Low Income Customers	KWH	Discount / KWH
<input type="text" value="357136.27"/>	<input type="text" value="4536"/>	<input type="text" value="11563952"/>	<input type="text" value="\$0.0309"/>

Your rate is off. You can still insert the record but you will not be able to submit.

Certification of Responsible Official

I certify that I am the responsible official of **TEST REP COMPANY** and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

Type your name

- The discount rate for one or more transactions is not correct

Your rate is off. This what appears when you try to submit a reimbursement request with a rate that is off. You will need to go back and edit the record that is incorrect and resubmit.



Rate Reduction Program Reimbursement Request Procedures

Certification of Responsible Official

I certify that I am the responsible official of **TEST REP COMPANY** and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

*

Submit

Type your name

- Certification name is required

When the reimbursement request was submitted, there was no responsible official name typed in this field. The REP will need to type in the officials name and resubmit.



Rate Reduction Program Reimbursement Request Procedures

		DISBURSEMENT	AEP Texas Central		Approved Discount: \$0.0313
		Discount	Low Income Customers	KWH	Discount / KWH
		357136.27	4536	11410104	\$0.0313
		• A record already exists for this company			
		DISBURSEMENT	AEP Texas Central		Approved Discount: \$0.0313
		Discount	Low Income Customers	KWH	Discount / KWH
		\$357,136.27	4,536	11,410,104	\$0.0313
		DISBURSEMENT	AEP Texas North		Approved Discount: \$0.0265
		Discount	Low Income Customers	KWH	Discount / KWH
		\$13,560.25	253	511,706	\$0.0265

A second record is trying to be inserted for the same TDU on this current months reimbursement request.



Rate Reduction Program Reimbursement Request Procedures

		CORRECTION	AEP Texas Central	Approved Discount: \$0.0316		
	Mar 2009	Discount	Low Income Customers	KWH	Discount / KWH	
		Original	164	1,647,064	\$0.0316	
		Corrected	176	2011467	\$0.0316	
		Difference	12	364,403		
		<ul style="list-style-type: none"> A record already exists for this correction. 				
		DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313		
		Discount	Low Income Customers	KWH	Discount / KWH	
		\$357,136.27	4,536	11,410,104	\$0.0313	
		DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265		
		Discount	Low Income Customers	KWH	Discount / KWH	
		\$13,560.25	253	511,706	\$0.0265	
		CORRECTION	AEP Texas Central	Approved Discount: \$0.0316		
	Mar 2009	Discount	Low Income Customers	KWH	Discount / KWH	
		Original	164	1,647,064	\$0.0316	
		Corrected	176	2,011,467	\$0.0316	
		Difference	12	364,403		

A second record is trying to be inserted for a TDU on the current months reimbursement request as a correction for a TDU for the same month and year.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

Cannot delete record: one or more corrections are associated with this transaction.

Add new Transaction		Add new Correction		Refresh	
	DISBURSEMENT	CenterPoint Energy Houston Electric LLC		Approved Discount: \$0.0304	
	Discount	Low Income Customers	KWH	Discount / KWH	
	\$3,040.00	10	100,000	\$0.0304	
Add new Transaction		Add new Correction		Refresh	

If you have 2 statement periods open and you try to delete a transaction in which you have a correction in the following open month, the system will not allow you to complete this task.



Rate Reduction Program Reimbursement Request Procedures

Lets start adding transactions.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

 Add new Transaction	 Add new Correction	 Refresh
No records to display.		
 Add new Transaction	 Add new Correction	 Refresh

Click “ Add New Transaction”. You can click either “Add New Transaction. There is one at the top and bottom of the record and since there are no transactions yet they are next to each other.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

		DISBURSEMENT	-- Select a company --	Approved Discount: \$0.00000
Discount	Low Income Customers	KWH	Discount / KWH	
<input type="text"/>	<input type="text"/>	<input type="text"/>		




No records to display.

Select the TDU from the drop down box for which you are seeking reimbursement. Once you select the TDU the approved rate for that month will automatically appear to the right of that selected TDU.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

 	DISBURSEMENT	<input type="text" value="AEP Texas Central"/>	Approved Discount: \$0.0313
Discount	Low Income Customers	KWH	Discount / KWH
<input type="text"/>	<input type="text"/>	<input type="text"/>	 undefined

No records to display.

AEP Texas Central was selected. The approved rate for May 2009 in the AEP Texas Central territory is \$.0313. The rate given for discount by any rep in this territory MUST be equal to the commission approved rate for that territory.



Rate Reduction Program Reimbursement Request Procedures


Transaction List

	DISBURSEMENT	<input type="text" value="AEP Texas Central"/>	Approved Discount: \$0.0313		
Discount	Low Income Customers	KWH		Discount / KWH	
<input type="text" value="357136.27"/>	<input type="text" value="4536"/>	<input type="text" value="11410104"/>		undefined	
No records to display.					

This example of reimbursement for the AEP Texas Central territory is:
Discount - \$357,136.27
Low Income Customers – 4,536
kWh discount is for – 11,410,104.
After input click refresh to see that the rate is correct



Rate Reduction Program Reimbursement Request Procedures

	DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313		
	Discount	Low Income Customers	KWH	Discount / KWH	
	357136.27	4536	11410104	\$0.0313	

No records to display.



The rate is correct. You can now insert the record. Click the green check mark to insert.

It is important to note that you **MUST** insert the record before you go to next record. If you do not insert this record and you submit document, the record will delete itself.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

Add new Transaction		Add new Correction		Refresh
	DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313 	
Discount	Low Income Customers	KWH	Discount / KWH	
\$357,136.27	4,536	11,410,104	\$0.0313	
Add new Transaction		Add new Correction		Refresh

This is what the record looks like after it has been inserted. Remember, the system will allow you to insert an incorrect rate but you will not be able to submit the reimbursement request. You can still edit the record until you submit for reimbursement by clicking the green pencil.



Rate Reduction Program Reimbursement Request Procedures

Add new Transaction		Add new Correction		Refresh
DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313		
Discount	Low Income Customers	KWH	Discount / KWH	
\$357,136.27	4,536	11,569,104	\$0.0309	
Add new Transaction		Add new Correction		Refresh

FYI - This is how the record looks if the rate does not match.

Go through the steps and add AEP Texas North.

Discount - \$13,560.25

Low Income Customers – 253

kWh discount is for – 511,706



Rate Reduction Program Reimbursement Request Procedures

Transaction List

Add new Transaction		Add new Correction		Refresh
DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313		
Discount	Low Income Customers	KWH	Discount / KWH	
\$357,136.27	4,536	11,410,104	\$0.0313	
DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265		
Discount	Low Income Customers	KWH	Discount / KWH	
\$13,560.25	253	511,706	\$0.0265	
Add new Transaction		Add new Correction		Refresh

As you can see AEP Texas North rate was correct.



Rate Reduction Program Reimbursement Request Procedures

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$370,696.52	4,789	11,921,810
Corrections	\$0.00	0	0
Document Total	\$370,696.52	4,789	11,921,810

Transaction List

		Discount	Low Income Customers	KWH	Discount / KWH
Add new Transaction Add new Correction Refresh					
DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313			
		<u>Discount</u>	<u>Low Income Customers</u>	<u>KWH</u>	<u>Discount / KWH</u>
		\$357,136.27	4,536	11,410,104	\$0.0313
DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265			
		<u>Discount</u>	<u>Low Income Customers</u>	<u>KWH</u>	<u>Discount / KWH</u>
		\$13,560.25	253	511,706	\$0.0265
Add new Transaction Add new Correction Refresh					

This is how the Transaction Summary rolls up the detail transaction.



Rate Reduction Program Reimbursement Request Procedures

Lets add a correction.



Rate Reduction Program Reimbursement Request Procedures

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$370,696.52	4,789	11,921,810
Corrections	\$0.00	0	0
Document Total	\$370,696.52	4,789	11,921,810

Transaction List

Add new Transaction	Add new Correction				Refresh
DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313			
	Discount	Low Income Customers	KWH	Discount / KWH	
	\$357,136.27	4,536	11,410,104	\$0.0313	
DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265			
	Discount	Low Income Customers	KWH	Discount / KWH	
	\$13,560.25	253	511,706	\$0.0265	
Add new Transaction	Add new Correction				Refresh

Click "Add New Correction".



Rate Reduction Program Reimbursement Request Procedures

Transaction List

		CORRECTION	-- Select a company --		Approved Discount:	
		Select Statement	Discount	Low Income Customers	KWH	Discount / KWH
		Original				
		Corrected	<input type="text"/>	<input type="text"/>	<input type="text"/>	
		Difference	\$0.00	0	0	
		DISBURSEMENT	AEP Texas Central		Approved Discount: \$0.0313	
			Discount	Low Income Customers	KWH	Discount / KWH
			\$357,136.27	4,536	11,410,104	\$0.0313
		DISBURSEMENT	AEP Texas North		Approved Discount: \$0.0265	
			Discount	Low Income Customers	KWH	Discount / KWH
			\$13,560.25	253	511,706	\$0.0265

Click the drop down box on the "Select Statement" you need to correct. Then click the drop down box to select the TDU territory you need to correct.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

		CORRECTION	AEP Texas Central	Approved Discount: \$0.0316
	Mar 2009	Discount	Low Income Customers	KWH
		Original	\$52,047.23	164
		Corrected	<input type="text"/>	<input type="text"/>
		Difference	\$0.00	0
		DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313
		Discount	Low Income Customers	KWH
		\$357,136.27	4,536	11,410,104
		DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265
		Discount	Low Income Customers	KWH
		\$13,560.25	253	511,706

We are correcting AEP Texas Central record from March 2009. You can see that the system brings up the approved rate from the month of the correcting record which is different from the current months approved rate of \$0.0313.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

		CORRECTION	AEP Texas Central	Approved Discount: \$0.0316		
Mar 2009		Discount	Low Income Customers	KWH	Discount / KWH	
Original	\$52,047.23	164	1,647,064	\$0.0316		
Corrected	63562.36	176	2011467			
Difference	\$0.00	0	0			
	DISBURSEMENT	AEP Texas Central	Approved Discount: \$0.0313			
	Discount	Low Income Customers	KWH	Discount / KWH		
	\$357,136.27	4,536	11,410,104	\$0.0313		
	DISBURSEMENT	AEP Texas North	Approved Discount: \$0.0265			
	Discount	Low Income Customers	KWH	Discount / KWH		
	\$13,560.25	253	511,706	\$0.0265		

Click the update button.



Rate Reduction Program Reimbursement Request Procedures

Transaction List

	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">CORRECTION</div> AEP Texas Central Approved Discount: \$0.0316																				
	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">Mar 2009</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="border: none;"></th> <th style="border: none;">Discount</th> <th style="border: none;">Low Income Customers</th> <th style="border: none;">KWH</th> <th style="border: none;">Discount / KWH</th> </tr> </thead> <tbody> <tr> <td style="border: none;">Original</td> <td style="border: none;">\$52,047.23</td> <td style="border: none;">164</td> <td style="border: none;">1,647,064</td> <td style="border: none;">\$0.0316</td> </tr> <tr style="border: 2px solid red;"> <td style="border: none;">Corrected</td> <td style="border: 1px solid gray; text-align: center;">63562.36</td> <td style="border: 1px solid gray; text-align: center;">176</td> <td style="border: 1px solid gray; text-align: center;">2011467</td> <td style="border: 1px solid gray; text-align: center;">\$0.0316</td> </tr> <tr> <td style="border: none;">Difference</td> <td style="border: none;">\$11,515.13</td> <td style="border: none;">12</td> <td style="border: none;">364,403</td> <td style="border: none;"></td> </tr> </tbody> </table>		Discount	Low Income Customers	KWH	Discount / KWH	Original	\$52,047.23	164	1,647,064	\$0.0316	Corrected	63562.36	176	2011467	\$0.0316	Difference	\$11,515.13	12	364,403	
	Discount	Low Income Customers	KWH	Discount / KWH																	
Original	\$52,047.23	164	1,647,064	\$0.0316																	
Corrected	63562.36	176	2011467	\$0.0316																	
Difference	\$11,515.13	12	364,403																		
	<div style="border: 1px solid gray; padding: 2px; display: inline-block;">DISBURSEMENT</div> AEP Texas Central Approved Discount: \$0.0313 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="border: none;">Discount</th> <th style="border: none;">Low Income Customers</th> <th style="border: none;">KWH</th> <th style="border: none;">Discount / KWH</th> </tr> </thead> <tbody> <tr> <td style="border: none;">\$357,136.27</td> <td style="border: none;">4,536</td> <td style="border: none;">11,410,104</td> <td style="border: none;">\$0.0313</td> </tr> </tbody> </table>	Discount	Low Income Customers	KWH	Discount / KWH	\$357,136.27	4,536	11,410,104	\$0.0313												
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Discount	Low Income Customers	KWH	Discount / KWH																		
\$13,560.25	253	511,706	\$0.0265																		

The corrected figures for March 2009 are the total amount for that territory. The system will calculate the difference between what has been processed and what the totals are for the corrected amount. This amount is netted in the current months payment. The system will also calculate the rate used for the corrected amount. If the rate is not correct you will not be able to submit the document for payment. Click the insert check mark to insert record.



Rate Reduction Program Reimbursement Request Procedures

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$370,696.52	4,789	11,921,810
Corrections	\$11,515.13	12	364,403
Document Total	\$382,211.65	4,801	12,286,213

Transaction List

		Discount	Low Income Customers	KWH	Discount / KWH
Add new Transaction Add new Correction Refresh					
DISBURSEMENT	AEP Texas Central				Approved Discount: \$0.0313
		<u>Discount</u>	<u>Low Income Customers</u>	<u>KWH</u>	<u>Discount / KWH</u>
		\$357,136.27	4,536	11,410,104	\$0.0313
DISBURSEMENT	AEP Texas North				Approved Discount: \$0.0265
		<u>Discount</u>	<u>Low Income Customers</u>	<u>KWH</u>	<u>Discount / KWH</u>
		\$13,560.25	253	511,706	\$0.0265
CORRECTION	AEP Texas Central				Approved Discount: \$0.0316
Mar 2009		<u>Discount</u>	<u>Low Income Customers</u>	<u>KWH</u>	<u>Discount / KWH</u>
Original		\$52,047.23	164	1,647,064	\$0.0316
Corrected		\$63,562.36	176	2,011,467	\$0.0316
Difference		\$11,515.13	12	364,403	
Add new Transaction Add new Correction Refresh					

In the transaction summary the current month transactions and corrected previous months transactions are on separate lines. If you are done adding transactions you can submit this to the PUC for processing.



Rate Reduction Program Reimbursement Request Procedures

System Benefit Fund Reimbursement
TEST REP COMPANY

sbfundrep | USER1
Log out

Company Home >> Statements >> May 2009

Statement Detail

Company Type	REP	Month	May	Status	Closed	View Report
Report Date	3/28/2009	Year	2009	Date Closed	3/28/2009	
Notes	<input checked="" type="checkbox"/> By checking this box, the REP considers the information provided in this document to be confidential			Period Fees	\$135,126.36	

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$370,696.52	4,789	11,921,810
Corrections	\$11,515.13	12	364,403
Document Total	\$382,211.65	4,801	12,286,213

Transaction List

DISBURSEMENT	AEP Texas Central			Approved Discount: \$0.0313
	Discount	Low Income Customers	KWH	Discount / KWH
	\$357,136.27	4,536	11,410,104	\$0.0313
DISBURSEMENT	AEP Texas North			Approved Discount: \$0.0265
	Discount	Low Income Customers	KWH	Discount / KWH
	\$13,560.25	253	511,706	\$0.0265
CORRECTION	AEP Texas Central			Approved Discount: \$0.0316
Mar 2009	Discount	Low Income Customers	KWH	Discount / KWH
Original	\$52,047.23	164	1,647,064	\$0.0316
Corrected	\$63,562.36	176	2,011,467	\$0.0316
Difference	\$11,515.13	12	364,403	

Certification of Responsible Official

I certify that I am the responsible official of **TEST REP COMPANY** and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

Jay Stone

Type your name

This document has been submitted and closed. The rep can only view the reimbursement request. The rep can click the view report to print a copy of the submittal. Once the REP submits the reimbursement request, the system will email the PUC that a request is ready for review. Notice the document is closed.



Report

Public Utility Commission of Texas

**RETAIL ELECTRIC PROVIDER
Reimbursement for Rate Reduction Discount
CONFIDENTIAL**

Printed: Saturday, March 28, 2009

1. Tax Payer ID No: 1234567890	2. Reporting Period: May / 2009	3. Report Submission Date: 3/28/2009
4. Company Name: TEST REP COMPANY Contact: Jay Stone Phone: (512) 936-7000 Alt: Fax: (512) 936-7001	5. Headquarters Address: 1701 N Congress Ave Austin, TX 78701 Mailing Address: 1701 N Congress Ave Austin, TX 78701	6. Certificate No: 40018

Transactions

Type	TDU Service Area:	Number of Low Income Customers:	Number of KWH billed:	Amount of Rate Discount:
Disbursement	AEP Texas Central	4,536	11,410,104	\$357,136.27
Disbursement	AEP Texas North	253	511,706	\$13,560.25
Correction	AEP Texas Central	12	364,403	\$11,515.13

Totals

	Reporting Period	YTD
Amount of System Benefit Fees Billed to you during the period:	\$135,126.36	\$0.00
Number of low-income customer accounts discounted during the period:	4,801	4,965
Aggregate energy in kilowatt hours billed to low-income customers enrolled in rate-reduction program during period:	12,286,213	13,933,277
Amount of Corrections during the period:	\$11,515.13	\$11,515.13
Amount of rate discounts provided during the reporting period:	\$370,696.52	\$422,743.75
Total Amount of reimbursement requested for the current reporting period:	\$382,211.65	\$434,258.88



Rate Reduction Program Reimbursement Request Procedures

Statement Detail

Company Type REP	Month May	Status Closed	View Report
Report Date 8/8/2009	Year 2009	Date Closed 8/8/2009	
Notes		Period Fees \$135,000.00	
<input checked="" type="checkbox"/> By checking this box, the REP considers the information provided in this document to be confidential			
<input checked="" type="checkbox"/> I certify that we have zero electric discount transactions this month			

Transaction Summary

	Transactions	Low Income Customers	KWH
Current Month	\$0.00	0	0
Corrections	\$0.00	0	0
Document Total	\$0.00	0	0

Transaction List

No records to display.

Certification of Responsible Official

I certify that I am the responsible official of and that to the best of my knowledge, information, and belief, all statements of fact contained in this report are true and this report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth in this report during the period stated. I also acknowledge that I am aware of the records retention and audit provisions of P.U.C. Substantive Rule 25.451(i).

Type your name

If you are submitting a zero electric discount transaction month, after you check the appropriate box you must submit the statement detail page the same way as if you had transactions. Put the name of the responsible official in the "Certification of Responsible Official" box and click submit.



Rate Reduction Program Reimbursement Request Procedures

PUC Contacts:

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lisa.pawlik@puc.state.tx.us

Jay Stone (512) 936-7425

Jay.stone@puc.state.tx.us