Columbia Gas®
of Kentucky
A NiSource Company

File Layouts

CHOICE® Program

2024

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I. Reference Tables

Action Code Listing

Action codes are transactions transmitted from Marketer to Columbia in the DAT file. Marketers will use action codes to indicate the intent of each transaction.

Action Code	Description
1	Enroll customer
2	Remove customer Note: Customer must have billed at least once with Marketer before Marketer may use Action Code 2
3	Enroll customer and request 24 months of customer consumption history
4	Request 24 months of customer consumption history for preliminarily accepted customer or existing customer
5	Change Marketer Rate Code effective next billing, for preliminarily accepted customer or existing customer
D	Delete a pending account from the DAT file.
	DO NOT PHYSICALLY delete the account from the DAT file. The code is used to delete an accepted account that was submitted during the enrollment period.

RRQ Action Code Listing

Action Code	Description
A	Add Rate Code Request a new Rate Code be created for the designated supplier/company, effective the next Unit 1
C	Change existing Rate Code price Change rate price of an existing Rate Code, effective the next Unit 1
D	Delete a pending Rate Code price change (C) Cancels a pending Change (C), not applicable to Add (A) transactions

Audit Error Code Listing

The table summarizes Error Codes that are valid in the DAT file.

Error Code	Description
0001	Account not in DIS • Re-verify customer account number
0002	Check Digit Incorrect • Check digit does not agree with check digit in DIS database. Re-verify customer account number check digit
0003	Account not an active account • Re-verify customer account number
0005	GTS Customer • Not valid for CHOICE
0006	Invalid or Missing marketer rate code
0007	Invalid Revenue Class Selected • Revenue class must be 00, 11, 30, 41, 60, 61, 62, 63, 64, 65, 66, 67, 70, 71
0008	NOT COMPANY 32 • Account or Marketer Rate Code is not valid in Kentucky
0009	Invalid Location
0010	Invalid record on file • Could not process record, invalid format
0014	Invalid GTS account
0015	Cannot be removed from program • Either the account is not set up with Columbia Choice or the Marketer cannot remove the account from the program because it was set up with a different Marketer
0017	Duplicate account removal transmission • Account removal was transmitted twice in the DAT file. Check the DAT file and delete one of the entries, using the "D" action code
0018	Account not active in choice - Cannot change • Action code 5 was submitted but the account belongs to another Marketer or has been removed from the program
0019	Already set up • Account is already set up with the Marketer on Choice or is with another Marketer
0020	Cannot request consumption • The Marketer requesting consumption does not have this account as a Choice customer
0022	No Match, TCO Area • PSP does not agree with the PSP on table used in conjunction with Marketer Code and Nomination Group number

Continuation: Audit error code listing

Error Code	Description
0023	Nom Group number invalid • Nomination Group number supplied by Marketer is invalid or not on tables used to get the valid PSP
0024	60 days arrears greater than zero
0025	Payplan arrears greater than zero
0026	Budget arrears greater than zero
0027	Contract number invalid • The contract number is not in the GTS table
0028	Cannot be changed, removed found • Account cannot be changed because a removal was previously transmitted in the DAT file. Check the DAT file and delete the removal using the "D" action code, and then submit the change.
0029	Invalid enrollment type
0032	Not found or cannot update • The account cannot be found in DIS and cannot be updated, re-verify the customer account number
0035	Invalid rate
0036	Account is Slam Block • Client has requested to be removed from the Marketer's call list. Prevents account from being signed with a Marketer by placing a block on the account
0037	Pending transaction previous enroll period • The account has a pending add transaction for the previous enrollment period that must be final accepted before an add for the current enrollment period can be processed
0038	Marketer rate code expired or marketer code not effective • Marketer Rate Code is expired of has not been established in Columbia's system
0039	Invalid Dollar value format • (MCF) dollar value submitted is not in the required format (XX.XXXX) or is a negative value
0040	Invalid marketer Rate code - billing • Marketer bills gas cost

Customer List Response Error Code List

Error Code	Description
10	Invalid or missing Marketer Code
12	Marketer Code invalid for List Requirements
20	Invalid or missing List Type
30	Invalid or missing Request Number
40	Invalid or missing Detail Level
50	Zip / Plus 4 entries prohibited
51	Overlapping Zip / Plus 4 specifications
52	Invalid Zip / Plus 4 range specification
53	Invalid or missing Zip / Plus 4 entry
61	Duplicate request

RRS Error Code

Error code	Description
0101	Invalid or missing action code
0102	Missing supplier code
0103	Missing lob code
0104	Missing rate pool code
0105	Prohibited rate type code
0106	Missing rate value
0107	Prohibited rate value
0108	Missing rate sign
0109	Prohibited rate sign
0110	Missing confirm id
0111	Prohibited confirm id
0112	Prohibited fee indicator
0113	Prohibited effective period
0114	Marketer code not found
0115	Marketer code is expired
0116	Incorrect rate type code
0117	Marketer code invalid for company
0118	Ineligible marker bills gas
0119	Invalid confirm-id value
0120	Delete confirm-id not found
0121	Delete target does not match marker /comp
0122	Delete target is not a pending change
0123	Invalid supplier code status
0124	Unidentified supplier code
0125	G/A set-ups are prohibited
0126	(not used)
0127	Unidentified lob code
0128	Marketer code already exists
0129	Invalid or unauthorized pool code
0130	Invalid rate type
0131	Invalid rate value
0132	Invalid rate sign
0133	Invalid fee indicator
0134	Request exceeds monthly max
0135	Request exceeds max total active
0136	Duplicate request trans
0137	No assignable pools available
0138	Invalid effective period
0139	Prohibited source for special use (CAP / GAV)

Revenue Class Codes

The table summarizes valid Revenue Class Codes.

Revenue Class Code	Type	Description
00	Residential	Residential Non-Heat
03	Residential	Choice Residential - Heat
04	Commercial	Choice Commercial – Heat
05	Residential	Choice Residential – Non-heat LP
06	Industrial	Choice Industrial - All
07	Industrial	Choice Industrial – A/C
08	Commercial	Choice Commercial – Non-heat
09	Residential	Choice Residential – A/C
10	Residential	Choice Residential – Heat & A/C
11	Commercial	Commercial Non-heat
12	Commercial	Choice Commercial – A/C
13	Commercial	Choice Commercial – Heat & A/C
14	Commercial	Choice Commercial – NGV
15	Commercial	Choice Commercial – Intrastate
30	Residential	Residential Heat
31	Commercial	Commercial NGV
41	Commercial	Commercial Heat
53	Commercial	Intrastate Utility Service
60	Residential	Residential A/C
61	Commercial	Commercial A/C
62	Industrial	Electric Power Generation
63	Industrial	Industrial
64	Industrial	Industrial Distribution - LP
65	Industrial	Industrial Transmission
66	Industrial	Industrial Distribution - Other
67	Industrial	Industrial A/C
70	Residential	Residential Heat and A/C
71	Commercial	Commercial Heat and A/C
77	Commercial	Other Sales
78	Commercial	Mutual Association
79	Commercial	Field Sales

Kentucky County Codes

County Name	County Code
Fayette	067
Madison	151

DET File Conversion Chart Values

Conversion Chart	
A = 1	J = -1
B = 2	K = -2
C = 3	L = -3
D = 4	M = -4
E = 5	N = -5
F = 6	O = -6
G = 7	P = -7
H = 8	Q = -8
I = 9	R = -9
{ = 0	} = -0

Pipeline Scheduling Point

A list of the Pipeline Scheduling Points is listed below.

Pipeline Scheduling Point (PSP)

PSP Name	PSP
Portsmouth	17-15

CKY Choice Marketers only deliver to one Pipeline Scheduling Point.

Transaction File Maintenance and Timeline

The following table provides a calendar view of customer- and rate-related transaction files and reports. Use this calendar to plan out the month to make sure you are submitting and accessing customer files on the correct days.

Uploads must be received by 5:00 PM Eastern Standard Time to be processed each day.

Day	Activity and File Type
1st Business Day	Access reports based on prior month activity • Active Customer List (ACT) • Detailed Customer Billing Report (DET) • Choice Revenue Report (REVMK) • Submit request for New Rate Codes for next month's flow
Unit 1	• Rate Request effective date
2nd Business Day	Access Marketer Billing Rate Report (RATE)
Each Business Day	• Request customer enrollment, drop and change transactions (DAT) • Check accepted and rejected customer enrollment, drop and change transactions (AC1, CON and ERR) • Check customer billing and adjustment (BIL) • Check inactive or final customer accounts (DIS) • Check customer accounts that have received a notice of termination or no access to meter (NOP) • Check accepted and rejected RRS rate request
15th Calendar Day	• Final .DAT file for the next month gas flow (Columbia Gas of Kentucky Freezes File)
16th through 19th Calendar Day	• No processing of the .DAT file. • .DAT file emptied to next processing cycle
20th of Calendar Day *(If not a business day, business day prior to the 20th calendar day)*	• Access Demand Curve Report (DMD)
Unit 20	• Last Day to submit RRQ Rate Request File.

Transaction File Summary

The following table summarizes the Columbia gas transaction files you will use to maintenance your Choice accounts and process enrollments. All files are transmitted on a monthly or daily basis.

File Description	File Name and Type	Example (where XXX is first three characters of a Marketer Code)	Inbound from-Marketer-to Columbia Outbound from-Columbia-to-Marketer	Transmit Daily or Monthly Even If Empty
From Marketer to Columbia				
.DAT file	xxx.DAT	XXX.DAT	IN	Each business day
Marketer Rate Code Value Change file	xxxRATE,DAT	XXX.RATE	IN	Each business day
From Columbia to Marketer – Transaction-related				
Preliminary Accept file	xxxmmddy.AC1	XXX10156.AC1	OUT	Each business day Even if empty
Consumption for Preliminarily Accepted Customer file	xxxmmddy.CON	XXX10156.CON	OUT	Each business day Even if empty
Confirmation of Receipt file as Received in the .DAT file	xxxmmddy.CONF	XXX10156.CONF	OUT	Each business day Even if empty
Error file for accounts not processed	xxxmmddy.ERR	xxx10156.ERR	OUT	Each business day Even if empty
Accepted file with supplemental information	xxxmmddy.ACC	Xxx10156.ACC	OUT	Each business day Even if empty
From Columbia to Marketer – Customer-related				
Customer Billing and Adjustments file	xxyyyymmdd.BIL	XX20161015.BIL	OUT	Each business day
Customer Disconnect file	xxxxyyyymmdd.DIS	XXX20161015.DIS	OUT	Each business day Even if empty
Customer Non-Payment file	xxxyyyymmdd.NOP	XXX20161015.NOP	OUT	Each business day Even if empty
From Columbia to Marketer – Rate-related				
Preliminary, Rejected and Final Accepted Rate file	xxyyyymmdd.RRS	XX20151001.RRS	OUT	Each business day Even if empty
From Columbia to Marketer - Reports				
Active Customer	xxyyyymmdd.ACT	XX20161027.ACT	OUT	Monthly

List report				
Count of Customers in ACT file	xxyyyymmdd.CNT	XX201610127CNT	OUT	Monthly
Final Accept file	xxxmmddy.AC2	xxx10266.ACT	OUT	Monthly
Final Accept with supplemental information	xxxmmddy.ACF	xxx10266.ACF	OUT	Monthly
Final Error file	xxxmmddy.ER2	xxx10266.ER2	OUT	Monthly
GAS/GMB file that will flow gas the 1st of the month	xxxmmddy.GAC2	xxx10216.GAC2	OUT	Monthly
Final Error file for GAS/GMB	xxxmmddy.GER2	xxx10216.GAC2	Out	Monthly
Detailed Customer Billing report	xxyyyymmdd.DET	XX20161031.DET	OUT	Monthly
Demand Curve report	xxxmmddy.DMD	XXX10176.DMD	OUT	Monthly
Marketer Billing Rate report	xxyyyymmdd.RATE	XX20161000.RATE	OUT	Monthly
Choice Revenue report	xxyyyymmdd.REVMK	XX20161000.REVMK	OUT	Monthly

II. Supplier Initiated File

DAT File Format

The .DAT file is utilized by the Marketers to add, delete or change an account to the eFTP website. Files can be submitted daily up through the 15th of the month preceding the effective flow date.

The Marketer must start with a clean .DAT file after each enrollment period.

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Action Code	Valid values are listed in Action Code Listing
2	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
14	6	Num	Filler	
20	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
25	7	Num	Filler	
32	8	Num	Nomination group number	Preceded with zeros to fill the spaces Format: 0000XXXX
40	1	Alpha	Enrollment Type	Only needed for action code 1. I=internet T = telephonic W = Written

Note: 15th Calendar Day

> • Final DAT file for the next month gas flow.
> (Columbia gas of Kentucky freezes file)

16th through the 19th Calendar Day

> • No processing of the DAT File
> • .DAT File emptied to next processing cycle

Do not use any word processing software to enter or change accounts. Use the recommended text editor software, WordPad or notepad.

LRQ (Customer List Request) File Format

Customer list requests are initiated by the marketer through their LSTRQ.LRQ file within their CCCSITE/CMP folder. The following customer lists may be requested in the LRQ file:

Active Customer list (ACTIVECUST) – All customers established with a marketer as of Unit 21

     o CPA automatically generated at no charge

Solicitation list – Choice eligible customers within an entire states service territory (SOLICITFULL), or specific zip or zip+4 (SOLICITZIP)

     o CPA automatically generated at no charge

Position	Length	Data Type	Data Element Name	Additional Information
1	2	Alpha	Marketer Code	2 Character Marketer Code
3	12	Alpha	List Request Type	ACTIVECUST SOLICITFULL = Entire state SOLICITZIP = Zip or Zip+4
17	1	Alpha	List Request Detail	**A** = For list types that do not support zip code selection Includes: ACTIVECUST SOLICITFULL **Z**= 5 Digit Zip Code Includes: SOLICITZIP **P** = 5 Digit Zip Code Plus 4 Includes: SOLICITZIP
18	5	Num	From Zip	From Zip required (Thru Zip optional) Includes: SOLICITZIP
23	5	Num	Thru Zip	Thru Zip optional (When Thru Zip is entered, Plus 4 fields are prohibited) Includes: SOLICITZIP
28	4	Num	From Plus 4	If requesting Plus 4 level selection = From Zip and From Plus 4 are required (Thru Plus 4 optional) Includes: SOLICITZIP

Position	Length	Data Type	Data Element Name	Additional Information
32	4	Num	Thru Plus 4	Thru Plus 4 optional (Prohibited when Thru Zip used) Includes: SOLICITZIP

RRQ (Rate Request) File Format

The RRQ file is a request file used to submit new supplier rate codes and pricing changes via the FTP Web Site.

The RRQ file will allow supplier rate requests on a daily basis starting on Unit 1 and ending Unit 20. Pricing can be changed for the same supplier code throughout the submission period. The last price for a supplier code received and accepted by Columbia will be the dollar value used for billing starting with Unit 1 of the effective month.

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Alpha/Num	Action Code	See table of valid RRQ action codes
2	2	Alpha/Num	Supplier Code	2 Character Supplier Code
4	1	Alpha	State code	1 Character State K (Kentucky)
5	2	Alpha/Num	Rate code	2 Digit rate pool code Action code C and D = Required Action code A = Blank
7	1	Alpha/Num	Rate Type	Action code D = Blank Action code A and C = Required BLANK = Fixed N = NYMEX F = Flat
8	9	Num	Rate Price (MCF)	Action code D = Blank Action code A and C = Required Format: XXXX.XXXX 9-character field and must be entered with a decimal point between the dollars and cents. All characters must be entered
17	1	Symbol	Plus or Minus NYMEX	Action code D = Blank Action code A and C = Required + / - Only used for Nymex rate code otherwise BLANK
18	9	Num	Confirmation ID	Action code D = Required Action code A and C = Blank

RRQ Rate Request File Sample

Action Code A

```
AXXC   0008.2090
AXXC   0008.5070
AXXC   0004.5720
```

Action Code C

```
CXXK07 0005.1380
```

Action Code D

```
DXXP03         000446092
```

CPA Add Rate with Error

REQ

RSP

COH Add Multiple Rates

REQ

RSP

CKY Rate Change

REQ

RSP

CPA Delete

REQ

RSP

III. Columbia Initiated File

ACC & ACF Files Format

Final accept file

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Action Code	Valid values are listed in Action Code Listing
2	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
7	33	Alpha	Marketer Name	
40	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
52	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID)
61	6	Num	Effective Date	Format: YYYYMM
67	4	Num	Error Code	See valid Audit Error Code Listing
71	40	Alpha/Num	Error Code Description	See valid Audit Error Code Listing
111	2	Num	Revenue Class Old	See valid Revenue Class Codes
113	2	Num	Revenue Class New	See valid Revenue Class Codes
115	33	Alpha	Customer Name	First and Last Name Business Name
148	72	Alpha/Num	Service Address	Street, City, State, Zip+4 Code
220	12	Num	Customer Phone Number	Format: 999-999-9999
232	12	Num	Customer Business Phone	Format: 999-999-9999
244	4	Num	Customer Business Phone Extension	
248	10	Num	Date Processed	Format: YYYYMMDD Date notification is sent
258	2	Num	Company	2 Digit Columbia Gas Company 32 (Kentucky)
260	1	Num	Customer Check Digit Number	1 Digit Check Digit

Position	Length	Data Type	Data Element Name	Additional Information
261	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State K (Kentucky) 2 Digit Rate Code
266	7	Alpha/Num	Filler	
273	4	Alpha/Num	Standard Industrial Code	
277	8	Num	Marketer Nomination Group	

AC1 & AC2 & GAC2 Files

The XXXMMDDY.AC1 file, where **XX** reflects the Marketer, X reflects the state in which the marketer is operating, MM reflects the month, DD reflects the day, and the Y reflects the last digit of the year the record is created. This file provides all the accounts that were accepted from the .DAT file that was uploaded the previous business day. As you build your.DAT file during the month, the. AC1 file will continue to build as well.

The XXXMMDDY. AC2 file, provides all the accounts that were accepted from the previous enrollment cycle. Keep in mind that the accepted accounts you see in the daily
.AC1 file may not be the same accounts you see in the final .AC2 file. It is possible that accounts you saw in your .AC1 file may have been disconnected between the time you saw them in the .AC1 file and the time the final .AC2 file posts.

The XXX in the name of the file is an abbreviated three-digit code to identify the Marketer
and the state in which the Marketer is operating. If a Marketer is participating in more than one state program, the XXX may vary slightly from state to state to avoid confusion.

The .GAC2 file provides all the accepted GAS/GMB accounts from the previous processing^{s}cycle that
will flow gas the 1 of the month. The **.**AC1 file contains **preliminary** accepted accounts**.** Do not assume that accounts showing in the .AC1 will be accepted in the **final .AC2** or **GAC2** files.

NOTE - When you begin building your new .DAT file for the next billing cycle (on the 16th of the month generally), you will not see the .AC1 file until the 20th of the month when we begin processing files again for the new billing cycle.

AC1 & AC2 & GAC2 File Format

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Alpha/Num	Action Code	Valid values are listed in Action Code Listing
2	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
14	6	Num	Effective Date	Format: YYYYMM
20	24	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
25	7		Filler	
32	8	Alpha/Num	Filler	Not required
40	33	Alpha	Customer Name	Last, first name and Middle initial
73	3	Alpha/Num	Filler	
76	8	Num	Nomination Group Number	
84	3		Filler	
87	2	Num	Billing Unit	
89	3		Filler	
92	1	Alpha	Tax Exempt	Y = Yes N= No
93	1	Alpha	Enrollment Type	If Action Code = 1,3 I (internet), T (Telephone), W (Written) Else, optional

BIL File Format

The .BIL file will provide the meter reading and adjustment information billed by the DIS billing system. This file may be produced every weekday if the Marketer has accounts in each unit billing cycle.

XXYYYYMMDD.BIL

The XX in the name of the file is an abbreviated three digit code to identify the Marketer and the state in which they operate.

Record Type 11 = Detail Record

Position	Length	Data Type	Data Element Name	Additional Information
1	2	Num	Record Type 11	11 = Detail Record Current month billing information
3	8	Num	Record Date	Format: YYYYMMDD
11	6	Num	Revenue Cycle	Format: YYYYMM
17	2	Num	Billing Unit	This will be unit 1 – 21 Meter Reading Schedule is available in the Columbia Marketer website.
19	4	Num	Location Number	Internal Use
				4 Digit Service Location Number
23	2	Num	Revenue Class Codes	See table of valid Revenue Class Codes
25	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
37	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
46	66	Alpha	Customer Name	First and Last Name Business Name
112	64	Alpha/Num	Service Address	Street, City, State, Zip+4 Code
176	3	Num	FIPS County Code	See valid County Code
179	7	Num	Taxing District	Service Account Tax District
186	8	Alpha/Num	Meter Number	Unique identifier of meter that measures the gas consumption of a service location
194	4	Alpha	Meter Reading Type	AMR = Automated Meter Reading AMRA = Adjusted Automated Meter Reading

Position	Length	Data Type	Data Element Name	Additional Information
				CALC= Calculated Reading CALA= Adjusted Calculated Reading CUST= Customer Reading CUSA = Adjusted Customer Reading READ = Actual Reading
198	8	Num	Meter Reading Start Date	Format: YYYYMMDD First day of customer billing cycle
206	8	Num	Meter Reading End Date	Format: YYYYMMDD Last day of customer billing cycle
214	8	Num	Meter Usage Start (MCF)	Beginning meter usage Converted to CCF on customer bill
222	8	Num	Meter Usage End (MCF)	Ending meter usage Converted to CCF on customer bill
230	10	Num	Sign +/- Usage volume in (MCF)	Customer consumption in CCF, specified without decimal
240	1	Alpha	Final Bill	Y = Yes, N = No Customer's final billing period
241	1	Alpha	Rebill Code	Y = Yes, N = No Adjusted charges to a customer's prior billing period
242	10	Num	Sign +/- Total Current Amount	
252	10	Num	Sign +/- Total Current Tax Exempt Rev	
262	8	Num	Sign (+/-) Sales Tax	Implied Format: $XX.XX Total tax on commodity and delivery charges, less any credits
270	10	Num	Sign +/- Previous Balance	
280	10	Num	Sign (+/-) Total Account Balance	Implied format: $XX.XX Includes commodity amount owed, Columbia delivery charges, associated taxes, previous balance, fees, optional services, and other charges
290	10	Num	Sign +/- Pay this Amount	
300	5	Alpha/Num	Marketer Rate Code	

Position	Length	Data Type	Data Element Name	Additional Information
				2 Character Marketer Code 1 Digit State K (Kentucky) 2 Digit Rate Code
305	6	Num	Sign +/- Marketer Rate	
311	6	Num	Sign +/-Marketer Discount	
317	10	Num	Sign +/-Marketer Discount	
327	10	Num	Sign +/-Marketer Discount	
337	10	Num	Sign +/-Marketer Discount	
347	50	Num	+/- Marketer Charges 1 +/- Marketer Charges 2 +/- Marketer Charges 3 +/- Marketer Charges 4 +/- Marketer Charges 5	
397	9	Alpha/Num	Columbia Rate Schedule	
406	10	Num	Sign +/-Columbia Customer Charge	
416	10	Num	Sign +/-Columbia Transportation Charges	
426	10	Num	Sign +/-Supplemental Charges	Internal Use
436	10	Num	Sign +/-Delayed Payment Penalty	Internal Use
446	10	Num	Sign +/-Agency Handling Fee	Internal Use
456	1	Alpha	Customer on a budget	Yes - Y, No - N
457	10	Num	Sign +/-Marketer Budget Amount	
467	10	Num	Sign +/-Marketer Budget Arrears	

Position	Length	Data Type	Data Element Name	Additional Information
477	10	Num	Sign +/- Marketer Budget Balance	
487	10	Num	Sign +/- Columbia Budget Amount	
497	10	Num	Sign +/- Columbia Budget Arrears	
507	10	Num	Sign +/- Columbia Budget Balance	
517	2	Num	Billing Unit of the Account	Columbia-assigned customer bill date (One of 21 billing days in a Bill Cycle)
519	45	Alpha/Num	Filler	

Record Type 15 = Adjustment Record

When a marketer receives a 15 in the record, it is due to an adjustment being made on the customer's account. This adjustment reflects the new dollar and volume amounts. Code 15 does not reflect the difference between the original bill and the adjusted bill. Treat code 15 as a replacement.

Position	Length	Data Type	Data Element	Additional Information
1	2	Num	Record Type 15	15= Adjustment Record
3	4	Num	Location	Internal Use 4 Digit Service Location Number
7	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
39	5	Alpha/Num	Marketer Rate Code	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number
27	8	Num	Transaction - Date	Format: YYYYMMDD
35	4	Alpha	Transaction - Type	Internal Use
39	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
44	10	Num	Sign +/- Columbia Transportation Charges	
54	10	Num	Sign +/- Gas Cost Amount	
64	8	Alpha	Adjustment Period Date	Format: YYYYMMDD
72	10	Num	Sign +/- (MCF)	(MCF)
82	1	Num	Customer Account Number	1 Digit Check Digit
83	10	Num	"Add Date"	This is the date the account was added by this Marketer. This date is what is used to determine whether an account is "grandfathered" or is charged Incremental Balancing Fees in addition to Optional Balancing Fees Format: YYYY-MM-DD

Position	Length	Data Type	Data Element	Additional Information
93	1	Alpha	Incremental Balancing Fee Indicator	Y=Yes or N=No This indicates whether an account is charged Incremental Balancing Fees in addition to Optional Balancing Fees.
94	446		Filler	

Balance Record File Format

Position	Length	Data Type	Data Element	Additional Information
1	9	Num	Balance Record Indicator	All Nines
10	6	Num	+/- Record count	
16	12	Num	+/- Total Account Balance	Last two digits are decimal $xx.xx
28	29	Num	Filler	
57	2	Num	Balance Record Indicator	99

CON (Consumption Data) File Format

The **CON** file provides a list of valid accounts with 24 months of consumption from the .DAT file uploaded the previous day when requested by action code 3 or 4.

Action code 3 indicates an account should be set up as Choice and 24 months of consumption history is to be sent to the Marketer in the XXX.CON file.

Action code 4 indicates that 24 month of an **established** Columbia Choice account consumption history is to be sent to the Marketer in the XXX.CON file

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Action Code	3 or 4
2	5	Alpha/Num	Marketer Rate Code	1 Character State - K (Kentucky) 2 Digit Rate Code 2 Character Marketer Code
7	7	Num	Filler	
14	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
26	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
35	6	Num	Revenue Cycle	Format: YYYYMM File provides 24 revenue cycles
41	8	Num	Meter Reading Date	Format: YYYYMMDD File provides 24 months meter reading dates
49	9	Num	Consumption in (MCF)	File provides 24 months consumption

CONF File Format

The .CONF file is a confirmation record of the transactions received each day as submitted through the .DAT file.

Please note that this is not an accept or reject confirmation, rather a response file including date and time stamp, of your previous days submission.

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Action Code	Valid values are listed in Action Code Listing
2	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
14	6	Num	Filler	
20	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
25	7		Filler	
32	8	Num	Nomination group number	Preceded with zeros to fill the spaces
40	1	Alpha	Enrollment Type	Only needed for action code 1 & 3 I = Internet T = Telephonic W = Written
41	19	Alpha/Num	Filler	
60	3	Alpha	Marketer Code	Format: XXK
63	8	Num	Date	Format: YYYYMMDD
71	4	Num	24 Hour Time	Format: HHMM
75	5	Num	Record Sequence Number	

DET File Format

The .DET file provides a detailed summary of all billing and adjustment activity during each billing cycle.

There are 4 record types that can be in each DET file.
Record Type 1 = Detail Record
Record Type 2 = Adjustment Detail Record
Record Type 3 = Control Total Record
Record Type 4 = Customer Number Record

Record Type 1 = Detail Record

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Record Type 1	1 = Detail Record
2	2	Num	Company	2 Digit Columbia Gas Company 32 (Kentucky)
4	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
16	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
21	3	Num	County Code	See valid County Code
24	1	Alpha	Revenue Class	R = Residential C = Commercial I = Industrial
25	9	Num	Consumption Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
34	9	Num	Adjusted Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
43	9	Num	Total Consumption Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid

Position	Length	Data Type	Data Element Name	Additional Information
				conversion chart values
52	9	Num	Marketer Commodity Charges	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
61	9	Num	Marketer Commodity Adjustment	
70	9	Num	Total Marketer Commodity Charges	Marketer Commodity Charges + Marketer Commodity Adjustment See valid conversion chart values
79	9	Num	State Sales Tax	Sales tax applicable to both supply and delivery charges See valid conversion chart values
88	9	Num	State Sales Tax Adjustment	Sales tax applicable to both supply and delivery charges See valid conversion chart values
97	11	Num	Total State Tax	Sales tax applicable to both supply and delivery charges See valid conversion chart values
108	11	Num	Grand Total	Gas supply + Sales Tax See valid conversion chart values
119	8		Filler	

Record Type 2 = Adjustment Detail Record

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Record Type 2	2 = Adjustment Record
2	2	Num	Company	2 Digit Columbia Gas Company 32 (Kentucky)
4	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
16	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
21	6	Num	Adjustment Period	Format: YYYYMM
27	9	Num	Volume Adjustment (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
36	9	Num	Marketer Adjusted Gas Cost	Amount the billing cycle was adjusted to
45	81	Alpha/Num	Filler	

Record Type 3 = Control Total Record

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Record Type 3	3 = Record Count
2	2	Num	Company	2 Digit Columbia Gas Company 32 (Kentucky)
4	12	Num	Filler	
16	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code or blank
21	4	Alpha/Num	Filler	
25	9	Num	Rate Code Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
34	9	Num	Adjusted Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
43	9	Num	Total Volume (MCF)	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
52	9	Num	Gas Costs	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
61	9	Num	Adjusted Gas Cost	All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
70	9	Num	Total Gas Cost	Gas Cost +/- Adjustment All numeric fields are defined as signed unpacked numbers to retain negative values in the numeric fields; See valid conversion chart values
79	9	Num	State Sales Tax	Sales tax applicable to both supply and delivery charges

Position	Length	Data Type	Data Element Name	Additional Information
88	9	Num	State Sales Tax Adjustment	See valid conversion chart values
97	11	Num	Total State Sales Tax	State Sales Tax +/- Adjustment Sales tax applicable to both supply and delivery charges See valid conversion chart values
108	11	Num	Grand Total	Total Marketer Credit or Debit
119	8	Alpha/Num	Filler	

Record Type 4 = Customer Number Record

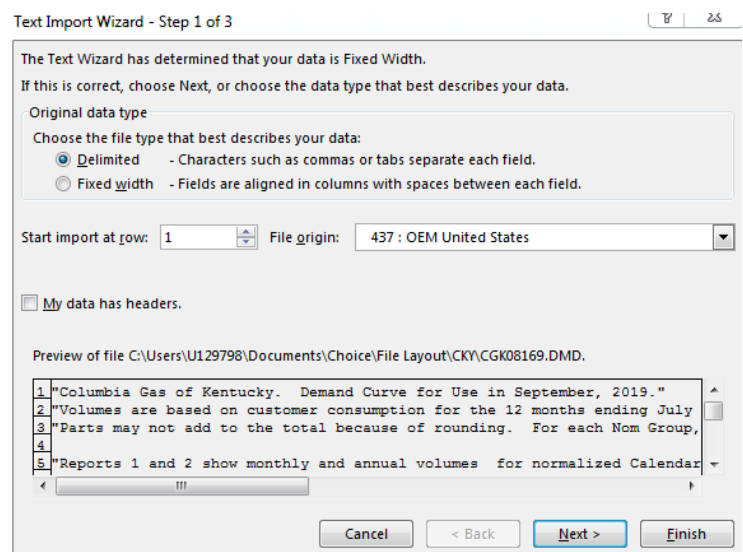| Position	Length	Data Type	Data Element Name	Additional Information
1	1	Num	Record Type 4	4 = Customer Count
2	2	Num	Company	2 Digit Columbia Gas Company 32 (Kentucky)
4	12	Num	Filler	
16	5	Alpha/Num	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
21	47	Alpha/Num	Message	
68	7	Num	Number of Customers Billed	By Each Rate Code
75	7	Alpha	Times (Literal)	
82	4	Num	Factor	i.e $ 020 = $0.20
86	11	Num	Billing Amount	Customer Count (x) Factor

DMD File

Steps to Import into Excel

The XXXMMDDY. DMD file, where XXX reflects the Marketer and State, MM reflects the month, DD reflects the day, and the Y reflects the last digit of the year the record is created. To import the .DMD comma delimited file into Excel do the following steps:

1. Move the .DMD file to your hard drive
2. Open Excel
3. Open the .DMD file using Excel– Should bring up the Import Wizard
4. Import Wizard – Step 1
   a. Radial Button – Delimited (Default)
      i. Select Next
5. Import Wizard – Step 2
   a. Delimiters – Select Comma
   b. Remove any other selected Delimiters
      i. Select Next
6. Import Wizard – Step 3
   a. Column Data Format
      i. Select Text
7. Select Finish

File should now be in a spreadsheet format.
Save the file.

Demand Curves

Report 1 Calendar Month Report provides the normalized volumetric information for the current group of customers based on their actual historical consumption. Volumes on this report are increased for retainage and decreased for customer attrition.

Report 1.	Normalized Dth Calendar Months						2018-08	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	2019-05	2019-06	2019-07	Annual Ca	Mktr Name
Company	Cust Type	Mktrld	PSP	NomGrou	Class															
32	CHO	XX	17-15	1234	C		17569	20463	40488	63870	89413	100826	84439	67617	37770	24491	17376	17569	581891	CALL 811 Ga
32	CHO	XX	17-15	1235	R		3140	4955	15827	28981	42908	49225	40792	30843	14534	6972	3246	3140	244563	CALL 811 Ga
					Total		20709	25418	56315	92851	132321	150051	125231	98460	52304	31463	20622	20709	826454	

Report 2 Billing Month Report provides the normalized billing month volumetric information based on actual historical information. Columbia bills the customer on billing cycles and Marketers deliver on calendar months. This report reflects that difference. Volumes on this report are increased for retainage and decreased for customer attrition.

Report 2.	Normalized Dth Billing Months						2018-08	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	2019-05	2019-06	2019-07	Annual Bil	Mktr Name
Company	Cust Type	Mktrld	PSP	NomGrou	Class															
32	CHO	XX	17-15	1234	C		16061	18208	28482	51915	80874	99509	94415	76304	48445	29789	19839	18050	581891	CALL 811 Ga
32	CHO	XX	17-15	1235	R		2992	3058	8294	20313	36723	48614	46512	37323	21794	10900	4923	3119	244565	CALL 811 Ga
					Total		19053	21266	36776	72228	117597	148123	140927	113627	70239	40689	24762	21169	826456	

Report 3 Dth Summary Report provides number of customers, operational information, and daily and annual volumes.

Report 3.	Dth Summary					Num Cust	Attrition F	BTU Facto	Prior 12 M	Annual Nc	Peak Desi	Peak Dem	Over/Und	Over/Und	Weather [	Daily Like	365 day A	Daily Deli	PSP Name	Mktr Name
Company	Cust Type	Mktrld	PSP	NomGrou	Class															
32	CHO	XX	17-15	1234	C	728	0.99	1.097	570209	581892	-4	7036	0	0	0	0	1594	1594	PORTSMO	CALL 811 Ga
32	CHO	XX	17-15	1235	R	2995	0.99	1.097	238335	244564	-4	3683	0	0	0	0	670	670	PORTSMO	CALL 811 Ga
					Total	3723			808544	826456		10719			0	0	2264	2264		

Note: The volumes on all reports include unaccounted-for volumes, hence they represent volumes at the city gate. Report 3 shows the unaccounted-for factor.

DIS File Format

The DIS file shows the customers who have been disconnected and are inactive in our billing system.

Upon receiving an account in this file, the natural gas marketer should check with the customer to validate the activity on the account.

To receive a DIS file the customer would have taken one or more of the following actions:

• Re-established an account at a new address
• Changed ownership
• Move out of the Columbia Service Territory

Position	Length	Data Type	Data Element Name	Additional Information
1	5	Alpha/Num	Marketer Rate Code	Includes 2 Character Marketer Code 1 Digit State K (Kentucky) 2 Digit Rate Code
6	2	Num	Company Number	32 for Kentucky
8	4	Num	Location Number	Internal Use 4 Digit Service Location Number
12	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
24	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
33	2	Num	Unit Number	01 through 21-unit numbers
35	2	Num	Book Number	
37	1	Alpha	Account Status Code	
38	8	Num	Disconnect Date	Format: YYYYMMDD
46	2	Alpha	Revenue Class Code	See valid Revenue Class Codes
48	33	Alpha	Customer Name	First and Last Name
				Business Name
81	8	Num	Customer Activity Date	Format: YYYYMMDD
89	4	Alpha	Customer Activity Type	Internal Use

ERR, ER2 & GER2 Files Format

The .ERR file reflects the accounts rejected from the .DAT file uploaded the previous business day. The file is an alert to correct any accounts submitted incorrectly or accounts that are unable to be coded for Choice. Accounts that are resubmitted correctly and can be coded for Choice will be dropped from the .ERR file and appear on the AC1 file.

Note: It is strongly recommended that the .ERR file be reviewed daily in order to maximize enrollment and minimize customer complaints.

The .ER2 and .GER2 files provide the accounts that were rejected from the final .DAT file uploaded on the 15th of the month or the last business day preceding the 15th.

.ER2 show the rejected accounts

.GER2 shows the rejected GAS/GMB accounts

These accounts cannot be corrected for this billing cycle, but can be resubmitted with corrections for the next billing cycle.

Position	Length	Data Type	Data Element Name	Additional Information
1	1	Alpha/Num	Action code	Valid values are listed in Action Code Listing
2	5	Alpha/Num	Marketer Rate Code	Includes 2 Character Marketer Code 1 Digit State K (Kentucky) 2 Digit Rate Code
7	32	Alpha	Marketer Name	
39	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
51	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
60	6	Num	Effective Date	Format: YYYYMM
66	4	Num	Audit Error Code	See valid Audit Error Code Listing
70	40	Alpha	Audit Error Code Description	See valid Audit Error Code Listing

Position	Length	Data Type	Data Element Name	Additional Information
110	2	Num	Revenue Class Code	See valid Revenue Class Codes
112	2	Num	Old Revenue Class Code	See valid Revenue Class Codes
114	33	Alpha	Customer Name	First, Middle Initial and Last Name
147	72	Alpha/Num	Service Address	Street, City, State, Zip+4 Code
219	12	Num	Customer Home Phone	Format: 999-999-9999
231	12	Num	Business Phone	Format: 999-999-9999
243	4	Num	Business Phone Extension	
247	10	Num	Date Processed	
257	2	Num	Company Number	Format: 32
259	5	Alpha/Num	5 Digit Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
264	7	Alpha/Num	Filler	
271	4	Num	Standard Industrial Code	

NOP File Format

Position	Length	Data Type	Data Element Name	Additional Information
1	5	Alpha/Num	Marketer Rate Code	1 Character State - K (Kentucky) 2 Digit Rate Code 2 Character Marketer Code
6	2	Num	Company Number	32 for Kentucky
8	4	Num	Location Number	Internal Use 4 Digit Service Location Number
12	12	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID) 3 Digit Sequence Number 1 Digit Check Digit
24	9	Num	Service Identification Number	Internal Use 9 Digit Permanent Service Identification Number (PSID) Primary, if multiple Service Addresses
33	2	Num	Unit Number	The unit of the billing cycle
35	2	Num	Book Number	The book of the unit for the billing cycle.
37	1	Alpha	Account Status code	B = Active Account C = Active Delinquent D = Active account, shut off for non-pay F = Final, Actual Read V = Active Account, Shut off for access
38	8	Num	Filler	All Zeros
46	2	Num	Revenue Class Code	See valid Revenue Class Codes
48	33	Alpha	Customer Name	First and Last Name
				Business Name
81	9	Num	Date of Transaction	Date the notice occurred
89	6	Alpha	Term Notice	CCTNNP = customer receives a 10 day disconnection notice for non-payment of arrears. CCTNFA = customer receives a 10 day disconnection notice for failure to grant Columbia access to the meter for 12 months or longer
95	5	Alpha/Num	Marketer Rate Code	

Position	Length	Data Type	Data Element Name	Additional Information
				1 Character State - K (Kentucky)
				2 Digit Rate Code
				2 Character Marketer Code
100	8		Filler	

RATE File Format

This report provides active rate codes and the associated price value per unit of measure for each billing cycle.

This report is available the 2nd business day of each month.

Position	Length	Data Type	Data Element Name	Additional Information
1	48		Filler	
49	17	Alpha	Company	Kentucky
66	7	Num	Billing Cycle	Format: MMYYYY
73	7		Filler	
80	37	Alpha	Marketer Name	
117	5	Alpha/Num	Marketer Rate Code	1 Character State - K (Kentucky) 2 Digit Rate Code 2 Character Marketer Code
122	5		Filler	
127	8	Num	Rate Effective Date	Format: MM/DD/YY
135	4		Filler	
139	10	Num	Price Value	Per MCF Format: $ XX.XXXX

RRS (Rate Response) File Format

The RRS file contains responses to new supplier rate code requests and price changes from the RRQ file that was uploaded the previous business day and are to be effective Unit 1 the following month.

Position	Length	Data Type	Data Element Name	Additional Information
1	2	Num	Company	32(KY)
3	2	Alpha/Num	Supplier Code	2 Character Supplier Code
5	1	Alpha	State code	1 Character State K (Kentucky)
6	2	Alpha/Num	Rate pool code	2 Digit rate pool code
8	12	Spaces	Filler	
20	1	Alpha/Num	Action Code	See table of valid RRQ action codes
21	9	Num	Confirmation Number	
30	8	Num	Delivery Date	YYYYMMDD
38	8	Num	Scheduled Date	YYYYMMDD for ACP and ACF otherwise spaces (not applicable to D transactions) Unit 1 calendar date
46	3	Alpha/Num	Notification Type	ACP = Preliminary Acceptance ACF = Final Acceptance REJ = Rejected
49	1	Alpha/Num	Action Code	As received in RRQ
50	2	Alpha/Num	Supplier Code	As received in RRQ
52	1	Alpha	State code	As received in RRQ
53	2	Alpha/Num	Rate pool code	As received in RRQ
55	1	Alpha/Num	Rate Type	As received in RRQ
56	9	Num	Rate Price (MCF)	As received in RRQ
65	1	Alpha/Num	Plus or Minus NYMEX	As received in RRQ
66	9	Num	Confirmation Number	As received in RRQ
75	1	Alpha	Internal Use	
76	6	Num	Effective Billing Period	Internal Request Format: YYYYMM
82	4	Num	Error Count	Notification Type REJ = Required Format: ##
86	4	Num	Error Code	Notification Type REJ = Required See table of valid RRS error code

RRS Rate Response File Sample

ACP
```
34XXC16        A000446165202405142020530ACPAXXC16 0008.2090
34XXC17        A000446166202405142020530ACPAXXC17 0008.5070
34XXC18        A000446167202405142020530ACPAXXC18 0004.5720
```

ACF

34XXC16	A00044616520240514202405330ACFAXXC16 0008.2090
34XXC17	A00044616620240514202405330ACFAXXC17 0008.5070
34XXC18	A00044616720240514202405330ACFAXXC18 0004.5720

REJ

37XXPXY	A0004461292024051 0	REJAXXPXY 0009.8450
00010126		

REV File Format - RS5500MK

This report provides the Marketer's prior month billed revenue. The report provides details by Marketer rate code as well as a summary page.

The report provides detail on the purchased receivables and the marketer payment. The .REV file is available in report format and does not require an import.

Total Marketer payment is the payment amount prior to any offsetting amounts owed to Columbia. The payment will be made to the Marketer on the last day of each month.

Note: The following are examples of offsets to Marketer payments: .ACT request charges, billing rate changes in excess of allowable number, demand/supply curve non-compliance charges, balancing charges, or any other miscellaneous charges. Your monthly GTS invoice will reflect these charges.

```
RS5500MK                                    COLUMBIA CHOICE PROGRAM -    June 2019          DIS BILLING CYCLE:  08 / 2019
CURRENT DATE: 06/30/19                           COLUMBIA GAS OF KENTUCKY, INC.             GAS BILLING CYCLE:  07 / 2019
                                                MARKETER NAME  : CALL 811 GAS
                        REVENUE  NUMBER OF   THOUSAND      MARKETER           100% PAY      PURCHASED       NON         TOTAL MKT
CO  MO YR  NAME          CLASS   CUSTOMERS   CUBIC FEET    REVENUE            TO MKT        A/R          GUARANTEED      PAYMENT

32  06 19  GTS-RES CHOICE - HEAT    03    2,967      2,614.4     17,147.75        .00     16,804.84         .00      16,804.84
32  06 19  GTS-RES CHOICE - NON-HEAT 05     25        13.1         85.64         .00         83.93         .00          83.93
32  06 19  TOTAL RESIDENTIAL              2,992      2,627.5     17,233.39        .00     16,888.77         .00      16,888.77

32  06 19  GTS-COM CHOICE - HEAT    04     597     11,562.4     62,237.35        .00     60,992.60         .00      60,992.60
32  06 19  GTS-COM CHOICE - NON-HEAT 08     21        148.2        983.86        .00        964.20         .00         964.20
32  06 19  GTS-COM CHOICE - NGV     14       1      7,530.7     36,825.12        .00     36,088.62         .00      36,088.62
32  06 19  TOTAL COMMERCIAL               619     19,241.3    100,046.33        .00    114,934.19         .00     114,934.19

32  06 19  GTS-IND CHOICE - ALL     06       1        175.8        878.42        .00        860.85         .00         860.85
32  06 19  TOTAL                         3,612     22,044.6    118,158.14        .00    115,795.04         .00     115,795.04

           **********  # OF CUSTOMERS BILLED BY COLUMBIA        3,612  TIMES $ .200  =       722.40
           **********  COLUMBIA MCF CHARGE                      22,044.6  TIMES $ .050  =     1,102.23
```

IV. Customer List

Customer List Response File Format

In response to the LSTRQ.LRQ customer list request file, marketers receive a CLST.RESP file in the same location of their CMP folder with summary results. There are two types or response records:

- P (Prepared) – Customer list will be transferred to marketers CMP folder upon Columbia and marketer approval
    - o Active Customer list does not require approval and is automatically placed in marketers CMP folder and charged to marketers next invoice
- R (Rejected) – If the request for a customer list was not accepted, marketer will receive a "R" in their RESP file, with error code(s) present

Prepared Record

Position	Length	Data Type	Data Element Name	Additional Information
1	2	Alpha	Marketer Code	2 Character marketer code
3	10	Num	Request Date	YYYY-MM-DD
13	1	Alpha	Request Status	**P** = Prepared
14	7	Num	Request ID	Company-assigned request number
21	7	Num	Request Sequence	Request order, preceded with zeros
28	12	Num	Request Type	ACTIVECUST SOLICITFULL SOLICITZIP
40	2	Num	Request Number	Marketer-assigned number submitted in LRQ file
42	5	Num	From Zip	If applicable
47	5	Num	Thru Zip	If applicable
52	4	Num	From Plus 4	If applicable
56	4	Num	Thru Plus 4	If applicable
60	7	Num	This Sequence Customer Count	
67	7	Num	Total Request Customer Count	

Rejected Record

Position	Length	Data Type	Data Element Name	Additional Information
1	2	Alpha	Marketer Code	2 Character marketer code
3	10	Num	Request Date	YYYY-MM-DD
13	1	Alpha	Request Status	**R =** Rejected
14	7	Num	Request ID	Company-assigned request number
21	7	Num	Request Sequence	Request order, preceded with zeros
28	10	Num	Error Code(s)	2 Digit error code See valid Customer List Error Code Listing Up to 5 error codes provided in RESP file.
38	64	Num	Raw Data	As received

ACT (Active Customer Transaction) File Format

The ACT file provides all the established accounts for a Natural Gas Marketer as of Unit 21. Customers listed on the ACT file are scheduled to flow gas with their active marketer. This file can be used to build a customer database or to verify the information contained in a Natural Gas Marketers database.

Please note the charge for this file is $0.015 per record or a minimum of $55.00

Position	Length	Data Type	Data Element Name	Additional Information
1	1		Filler	
2	36	Alpha	Customer Name	First and Last Name Business Name
38	3		Filler	
41	33	Alpha	Customer Name Continued	
74	3		Filler	
77	33	Alpha	Customer Name 2	First and Last Name Business Name
110	3		Filler	
113	33	Alpha/Num	Service Address	
146	3		Filler	
149	33	Alpha/Num	Service Address Continued	
182	3		Filler	
185	30	Alpha	Service Address City	
215	3		Filler	
218	2	Alpha	Service Address State	KY (Kentucky)
220	3		Filler	
223	5	Num	Service Address Zip Code	
228	3		Filler	
231	4	Num	Service Address Zip Code +4	
235	3		Filler	
238	4	Alpha/Num	Service Address Carrier Route Code	Route Type – 1 Character (R for Rural) Carrier Code – 3 digit
242	3		Filler	
245	33	Alpha/Num	Mailing Address	

Position	Length	Data Type	Data Element Name	Additional Information
278	3		Filler	
281	33	Alpha/Num	Mailing Address Continued	
314	3		Filler	
317	30	Alpha	Mailing Address City	
347	3		Filler	
350	2	Alpha	Mailing Address State	
352	3		Filler	
355	5	Num	Mailing Address Zip Code	
360	3		Filler	
363	4	Num	Mailing Address Zip Code +4	
367	7		Filler	
374	8	Num	Customer Account Number	8 Digit Permanent Customer Identification Number (PCID)
382	3		Filler	
385	3	Num	Customer Sequence Number	3 Digit Sequence Number
388	3		Filler	
391	1	Num	Customer Check Digit	1 Digit Check Digit
392	15		Filler	
407	2	Num	Billing Unit*	Meter Reading Schedule Available on NiSource Marketer Website
409	3		Filler	
412	2	Num	Revenue Class	See valid Revenue Class Codes
414	27		Filler	
441	1	Alpha	Budget Indicator	Y or N
442	7		Filler	
449	5	Alpha	Marketer Rate Code	2 Character Marketer Code 1 Character State - K (Kentucky) 2 Digit Rate Code
454	3		Filler	
457	8	Num	Nomination Group Number	Preceded with Zeros
465	3		Filler	
468	10	Num	Enrollment Date	Date Enrollment Effective

*Data Element added to maintain consistency across all jurisdictions
**Taxing information can be found in the BIL & DET files

Solicitation List File Format

Columbia Gas will provide, upon request, an eligible Customer List for the entire Columbia service territory of Kentucky to Certified Natural Gas Marketers via electronic means. This list may also be requested by zip code or zip code +4. The Customer Lists are prepared as of Unit 21. The list includes those already enrolled in Choice.

Please note the charge for this file is $0.06 per record.

Position	Length	Data Type	Data Element Name	Additional Information
1	1		Filler	
2	36	Alpha	Customer Name	First, Middle and Last Name Business Name
38	3		Filler	
41	33	Alpha	Customer Name Continued	
74	3		Filler	
77	33	Alpha	Customer Name 2	First, Middle and Last Name Business Name
110	3		Filler	
113	33	Alpha/Num	Service Address	
146	3		Filler	
149	33	Alpha/Num	Service Address Continued	
182	3		Filler	
185	30	Alpha	Service Address City	
215	3		Filler	
218	2	Alpha	Service Address State	KY (Kentucky)
220	3		Filler	
223	5	Num	Service Address Zip Code	
228	3		Filler	
231	4	Num	Service Address Zip Code +4	
235	10		Filler	
245	33	Alpha/Num	Mailing Address	
278	3		Filler	
281	33	Alpha/Num	Mailing Address Continued	
314	3		Filler	
317	30	Alpha	Mailing Address City	
347	3		Filler	

Position	Length	Data Type	Data Element Name	Additional Information
350	2	Alpha	Mailing Address State	
352	3		Filler	
355	5	Num	Mailing Address Zip Code	
360	3		Filler	
363	4	Num	Mailing Address Zip Code +4	
367	40		Filler	
407	2	Num	Billing Unit*	Meter Reading Schedule available on NiSource Marketer website
409	3		Filler	
412	2	Num	Revenue Class	See valid Revenue Class Codes
414	8		Filler	
422	1	Alpha	Revenue Type	R = Residential
				C = Commercial
				I = Industrial
423	14		Filler	
437	1	Alpha	Heat Code*	Y or N

*Data Element added to maintain consistency across all jurisdictions