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**Company Full Certificated Name**

*Do not abbreviate; include any Commission approved AKA/DBA/Fictitious Name, if applicable.*

**WATER and/or SEWER ANNUAL REPORT**

**LARGE COMPANY**

*(with 8,000 or more customers)*

**TO THE**

**MISSOURI PUBLIC SERVICE COMMISSION**

For the calendar year of

January 1 - December 31, \_\_\_\_\_

This filing is required pursuant to Commission Rule 4 CSR 240-10.145 and/or Section 393.140, RSMo.

**Please indicate which type of service the Company is certificated to provide by checking the appropriate box(es). (Check all that apply.)**

- Water Service Provider**
- Sewer Service Provider**

**Please choose one of the following filing type options:**

**Public Submission** (NOT Confidential)

**Non-Public Submission (Confidential / Filed Under Seal)**

For this filing to be considered Confidential, additional submission of materials is required pursuant to Commission Rule 4 CSR 240-2.135.

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Company Name \_\_\_\_\_

**GENERAL INFORMATION**

(Instructions: Please type answer to question in text box provided. Be sure underline feature is turned on when editing text box.)

1. Name, title and e-mail address of officer having custody of the general corporate books of account and address of office where the general corporate books are kept and the address of office where any other coproate books of account are kept, if different from that at which the general corporate books are kept.

2. This Utility Company is a: (Check the appropriate box.)

- C-Corporation     
  S-Corporation     
  Sole Proprietorship  
 Partnership     
  LLC     
  LP  
 Other (Please explain)

3. Name of state under the laws of which respondent is incorporated and date of incorporation. If incorporated under a special law, give reference of such law. If not incorporated, state that fact and give the type of organization and date organized.

4. State the classes of utility and other services furnished by respondent during the year in each state in which the respondent operated.

5. State below each class of security of the respondent which is registered on a national securities exchange or so is to become registered upon notice of issuance. Give (a) exact title of each class of securities, (b) amount of issued securities registered (c) amount of unissued securities to become registered upon notice of issuance, and (d) name of each exchange upon which registered or to become registered. Explain briefly, if the amounts of issued securities differ from the amounts shown by the respondent's balance sheet:

(a)	(b)	(c)	(d)

6. State below the name and address of the respondent's independent certified accountant or independent licensed public accountants and date such accountant was engaged. If one of the above accountants has been engaged as the principal accountant to audit the respondent's financial statements who was not the principal accountant for the respondent's prior filed certified financial statements, state the date when such independent accountant was initially engaged.

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

1. Company Address: \_\_\_\_\_  
 \_\_\_\_\_

2. Company Phone Number: \_\_\_\_\_

3. Company E-mail Address: \_\_\_\_\_

4. Name, title, address, phone number and e-mail of person(s) to contact concerning information contained in this report:

\_\_\_\_\_  
 Name/Title

\_\_\_\_\_  
 Mailing Address

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

\_\_\_\_\_  
 Telephone Number

\_\_\_\_\_  
 E-mail Address

\_\_\_\_\_  
 Name/Title

\_\_\_\_\_  
 Mailing Address

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

\_\_\_\_\_  
 Telephone Number

\_\_\_\_\_  
 E-mail Address

5. Please provide the Total Company **and** gross intrastate Operating Revenues (i.e., Missouri Jurisdictional) for Calendar Year: \_\_\_\_\_

6. Revenues:

	**	MO Jurisdictional	Total Company	**
Total Operating Revenues from Tariffed Services				
Total Other Revenues				
<b>TOTAL REVENUES</b>				

(Total MO Jurisdictional Revenues (Line 40 above) should match Statement of Revenue - MoPSC Assessment).

(To be used when filing under seal.)

Indicates formula cell

Co. Name \_\_\_\_\_

**OFFICERS**

1. Report below the name, title, office address, and salary for the year of each general officer of the respondent. Report the information for each other officer whose annual salary is \$50,000 or more. The salary information to be reported in column (d) is to be reported regardless of whether the respondent or an affiliate of the respondent actually paid the salary of the subject officers. Please provide in column (e) the Missouri-allocated portion of the salary information provided in column (d).

Title (a)	Name of Officers (b)	Principal Business Address (City and State) (c)	Total Corporate Annual Salary (d)	Missouri Allocated Portion	
				Total* (e)	Regulated**

\* This column should include the total Missouri allocated portion of the salary including regulated and non-regulated portions.  
 \*\* This column should include the portion allocated for Missouri regulated companies only.

2. If any officer reported in this schedule received remuneration from respondent, directly or indirectly, other than the salary reported in column (d), such as commissions, bonuses, shares in profits, money paid, set aside or accrued pursuant to any pension, retirement, savings or similar plan (exclusive of plans qualified under Section 401 of the Internal Revenue Code of 1954) including premiums paid for retirement annuities, or life insurance where the respondent is not the beneficiary, or any other advantageous arrangement which constitutes a form of compensation, give the essentials of the plan not previously reported, the basis of determining the ultimate benefits receivable, and the payments or provisions made during the year with respect to each person reported herein. If the word "none" correctly states the facts with respect to the matters referred to in this instruction, so state:

3. State the annual benefits estimated to be payable to each of the three highest paid officers named herein in the event of retirement at normal retirement date pursuant to any pension or retirement plan:

4. Describe all transactions since the beginning of the year in which any person who was an officer of the respondent at any time during the year received remuneration, directly or indirectly, from the respondent in the form of securities, options, warrants, rights or other property, or through the exercise or though the exercise or disposition thereof. If the response "none" correctly states the facts with respect to the matters referred to in this instruction, so state:

5. State briefly any arrangement under which any officer is insured or indemnified against liability which he may incur in his capacity as an officer. If there are no such arrangements, so state:

6. If a change was made during the year in the incumbent of any position, show name and address and total remuneration of the previous incumbent and date change in incumbency was made:

7. Utilities which are not required to file copies of this report with the Securities and Exchange Commission may omit the data called for by instructions 2, 3, 4 and 5. Omission of responses to such instruction for this reason should be stated.



Company Name \_\_\_\_\_

**CORPORATE CONTROL OVER RESPONDENT**

1. Did any corporation or corporations hold control over the respondent at the close of the year?  Yes  No

If control was so held, state:

(a) The form of control, whether sole or joint:  Sole  Joint

(b) The name of the controlling corporation or corporations:

(c) The manner in which control was established:

(d) The extent of control:

(e) Whether control was direct or indirect:  Direct  Indirect

(f) The name or names of the intermediary or intermediaries through which control, if indirect, was established (see Note):

2. Did any individual, association, or corporation hold control, as trustee, over the respondent at the close of the year?  Yes  No

If control was so held, state:

(a) The name of the Trustee:

(b) The name of the beneficiary or beneficiaries for whom the trust maintained:

(c) The purpose of the trust:

NOTE: The cases where control of the respondent is in a holding company, a statement should be submitted showing the intermediate chain of ownership or control to the main parent company.

For the calendar year of January 1 - December 31, \_\_\_\_\_

Co. Name \_\_\_\_\_

**INTERCORPORATE TRANSACTIONS**

If, during the year any account was charged with an amount which was paid or credited to an affiliated company, the account or accounts affected, the respective amounts involved, and the name of the affiliated company should be given as indicated.

Account (a)	Amount (b)	Paid or Credited to (c)

Full explanation of the foregoing amounts as to nature, such as engineering services, management fees, material and supplies furnished, interest, finance charges, etc., and also the reason for handling the transaction in the manner indicated should be given for each item.

<u>Explanation</u>





Co. Name \_\_\_\_\_

**CORPORATIONS CONTROLLED BY RESPONDENT**

1. Show the names of all corporations, business trusts and similar organizations controlled directly by respondent at any time during the year. If control ceased prior to end of year give particulars in an attached memorandum.
2. Direct control is that which is exercised without interposition of an intermediary
3. Indirect control is that which is exercised by the interposition of an intermediary which exercises direct control

Name of Company Controlled (a)	Kind of Business (b)	Percent Voting Owned (c)	Stock	Character of Control			
				Form of Control (d)	Sole or Joint (e)	Direct or Indirect (f)	Other parties to Joint Control (g)

Company Name \_\_\_\_\_

**IMPORTANT CHANGES DURING THE YEAR**

Hereunder give particulars concerning the matters indicated below. Make the statements explicit and precise and number them in accordance with the inquiries. Each inquiry should be answered. If "none" or "not applicable," state the fact that inquiry is given elsewhere in the report, reference to the

1. Changes in and important additions to franchise rights: Describe the actual consideration given therefore and state from whom the franchise rights were acquired. If acquired without the payment of consideration, state that fact.
2. Acquisition of ownership in other companies; reorganization, merger, or consolidation with other companies: Give names of companies involved, particulars concerning the transactions, name of the Commission authorizing the transaction and reference to Commission authorization.
3. Purchase or sale of an operating unit or system: Give a brief description of the property, the transactions relating thereto and reference to Commission authorization, if any was required. Give date journal entries called for by the Uniform System of Accounts were submitted to the Commission.
4. Important leaseholds that have been acquired or given, assigned or surrendered: Give effective dates, lengths of terms, names of parties, rents and other conditions. State name of Commission authorizing lease and give reference to such authorization.
5. Important extension or reduction of transmission or distribution system: State territory added or relinquished and date operations began or ceased and give reference to Commission authorization, if any was required. State also the approximate number of customers added or lost and approximate annual revenues of each class of service.
6. Obligation incurred or assumed by respondent as guarantor for the performance by another of any agreement or obligation, excluding ordinary commercial paper maturing on demand or not later than one year after date of issue: State on behalf of whom the obligation was assumed and amount of the obligation. Give reference to Commission authorization if any was required.
7. Changes in articles of incorporation or amendments to charter: Explain the nature and purpose of such changes or amendments.
8. State the estimated annual effect and nature of any important wage scale changes during the year.
9. State briefly the status of any materially important legal proceedings pending at the end of the year and the results of any such proceedings culminated during the year.
10. Describe briefly any materially important transactions of the respondent not disclosed elsewhere in this report in which an officer, director, security holder, voting trustee, associated company or known associate of any of these persons was a party or in which any such person had a material interest.




Company Name \_\_\_\_\_

NOTE: Please do not type over formulas. Totals will calculate automatically in this spreadsheet.

**COMPARATIVE BALANCE SHEET - UTILITY PLANT, ASSETS AND OTHER DEBITS**

Account No. (a)	Account Description (b)	Schedule Page No. (c)	Balance at Beginning of Year (d)	Balance at End of Year (e)	Increase or (Decrease) (f)
<u>Utility Plant</u>					
101-107	Utility Plant	<a href="#">F-16</a>	\$ -	\$ -	\$ -
108-113	Less: Accumulated Provisions for Depreciation and Amortization	<a href="#">F-16</a>	\$ -	\$ -	\$ -
	Net Utility Plant		\$ -	\$ -	\$ -
114-115	Utility Plant Acquisition Adjustments (Net)	<a href="#">F-16</a>	\$ -	\$ -	\$ -
116	Other Utility Plant Adjustments				\$ -
	Total Net Utility Plant		\$ -	\$ -	\$ -
<u>Other Property and Investments</u>					
121	Nonutility Property	<a href="#">F-18</a>	\$ -	\$ -	\$ -
122	Less: Accumulated Provisions for Depreciation and Amortization of Nonutility Property	<a href="#">F-18</a>	\$ -	\$ -	\$ -
	Net Nonutility Property		\$ -	\$ -	\$ -
123	Investment in Associated Companies	<a href="#">F-19</a>		\$ -	\$ -
124	Other Investments	<a href="#">F-19</a>		\$ -	\$ -
125-128	Special Funds	<a href="#">F-19</a>		\$ -	\$ -
	Total Other Property & Investments		\$ -	\$ -	\$ -
<u>Current and Accrued Assets</u>					
131	Cash	-			\$ -
132-134	Special Deposits	-			\$ -
135	Working Funds	-			\$ -
136	Temporary Cash Investments	-			\$ -
141-143	Notes and Accounts Receivable	<a href="#">F-20</a>	\$ -	\$ -	\$ -
144	LESS: Accumulated Provision for Uncollectible Accounts	<a href="#">F-20</a>	\$ -	\$ -	\$ -
145-146	Receivable from Associated Companies	<a href="#">F-20</a>	\$ -	\$ -	\$ -
151-157	Materials and Supplies	<a href="#">F-21</a>	\$ -	\$ -	\$ -
163	Stores Expense	<a href="#">F-21</a>	\$ -	\$ -	\$ -
166	Prepayments	<a href="#">F-21</a>	\$ -	\$ -	\$ -
171	Interest and Dividends Receivable	-			\$ -
172	Rents Receivable	-			\$ -
173	Accrued Utility Revenues	-			\$ -
184	Miscellaneous Current and Accrued Assets	-			\$ -
	Total Current and Accrued Assets		\$ -	\$ -	\$ -
<u>Deferred Debits</u>					
181	Unamortized Debt Discount and Expense	<a href="#">F-21</a>	\$ -	\$ -	\$ -
182	Extraordinary Property Losses	<a href="#">F-21</a>	\$ -	\$ -	\$ -
183	Preliminary Survey and Investigation Charges	-			\$ -
184	Clearing Accounts	<a href="#">F-22</a>	\$ -	\$ -	\$ -
185	Temporary Facilities	-			\$ -
186	Miscellaneous Deferred Debits	<a href="#">F-21</a>	\$ -	\$ -	\$ -
187	Research and Development Expenditures	-			\$ -
	Total Deferred Debits		\$ -	\$ -	\$ -
	Total Utility Plants, Assets and Other Debits	*	\$ -	\$ -	\$ -

\* Difference between Assets and Equity & Liabilities (from Pg.F-11) \$ - \$ -

Indicates link to another worksheet within workbook

Indicate formula cells

Company Name \_\_\_\_\_

NOTE: Please do not type over formulas. Totals will calculate automatically in this spreadsheet.

**COMPARATIVE BALANCE SHEET - EQUITY CAPITAL, LIABILITIES AND OTHER CREDITS**

Account No. (a)	Account Description (b)	Schedule Page No. (c)	Balance at Beginning of Year (d)	Balance at End of Year (e)	Increase or (Decrease) (f)
<u>Equity Capital</u>					
201	Common Stock Issued	<a href="#">F-24</a>		\$ -	\$ -
204	Preferred Stock Issued	<a href="#">F-24</a>		\$ -	\$ -
202, 205	Capital Stock Subscribed	<a href="#">F-24</a>		\$ -	\$ -
203, 206	Stock Liability for Conversion	<a href="#">F-24</a>		\$ -	\$ -
207	Premium on Capital Stock	<a href="#">F-25</a>	\$ -	\$ -	\$ -
208-211	Other Paid in Capital	<a href="#">F-25</a>	\$ -	\$ -	\$ -
212	Installments Received on Capital Stock	<a href="#">F-24</a>		\$ -	\$ -
213	Discount on Capital Stock	-			\$ -
214	Capital Stock Expense	<a href="#">F-24</a>		\$ -	\$ -
215, 216	Retained Earnings	<a href="#">F-25</a>	\$ -	\$ -	\$ -
217	Reacquired Capital Stock	<a href="#">F-24</a>		\$ -	\$ -
	Total Equity Capital		\$ -	\$ -	\$ -
<u>Long-Term Debt</u>					
221-222	Bonds LESS Reacquired Bonds	<a href="#">F-26</a>		\$ -	\$ -
223	Advances from Associated Companies	<a href="#">F-26</a>		\$ -	\$ -
224	Other Long-Term Debt	<a href="#">F-26</a>		\$ -	\$ -
	Total Long-Term Debt		\$ -	\$ -	\$ -
<u>Current and Accrued Liabilities</u>					
231	Notes Payable	<a href="#">F-25</a>		\$ -	\$ -
232	Accounts Payable	-			\$ -
233, 234	Payables to Associated Companies	<a href="#">F-27</a>		\$ -	\$ -
235	Customer Deposits	-			\$ -
236	Taxes Accrued	<a href="#">F-28</a>	\$ -	\$ -	\$ -
237	Interest Accrued	<a href="#">F-27</a>	\$ -	\$ -	\$ -
238	Dividends Declared	-			\$ -
239	Matured Long-Term Debt	-			\$ -
240	Matured Interest	-			\$ -
241	Tax Collections Payable	-			\$ -
242	Miscellaneous Current and Accrued Liabilities	<a href="#">F-27</a>	\$ -	\$ -	\$ -
	Total Current and Accrued Liabilities		\$ -	\$ -	\$ -
<u>Deferred Debits</u>					
251	Unamortized Premium on Debt	<a href="#">F-21</a>	\$ -	\$ -	\$ -
252	Advances for Construction	<a href="#">F-30</a>	\$ -	\$ -	\$ -
253	Other Deferred Credits	-			\$ -
255	Accumulated Deferred Investment Tax Credits	<a href="#">F-33</a>	\$ -	\$ -	\$ -
281-283	Accumulated Deferred Income Taxes	<a href="#">F-36</a>	\$ -	\$ -	\$ -
	Total Deferred Debits		\$ -	\$ -	\$ -
261-265	Operating Reserves	<a href="#">F-37</a>	\$ -	\$ -	\$ -
271	Contributions in Aid of Construction	<a href="#">F-37</a>	\$ -	\$ -	\$ -
	Total Equity Capital, Liabilities and Other Debits	*	\$ -	\$ -	\$ -

\* Difference between Equity & Liabilities and Assets (from Pg.F-10) \$ - \$ -

Indicates Link to Another Worksheet within Workbook

Indicates formula cell



Company Name \_\_\_\_\_

**STATEMENT OF INCOME FOR THE YEAR**

Account No. (a)	Account Description (b)	Schedule Page No. (c)	Total	Sewer	Water
			Current Year (d)	Current Year (e)	Current Year (f)
<u>Utility Operating Income</u>					
400	Operating Revenues	<a href="#">S-1</a>   <a href="#">W-1</a>	\$ -	\$ -	\$ -
401	Operation Expense	<a href="#">S-3</a>   <a href="#">W-6</a>	\$ -	\$ -	\$ -
402	Maintenance Expense	<a href="#">S-3</a>   <a href="#">W-6</a>	\$ -	\$ -	\$ -
403	Depreciation Expense	<a href="#">S-7</a>   <a href="#">W-11</a>	\$ -	\$ -	\$ -
404-405	Amortization of Limited Term/Other Utility Plant	-	\$ -		
406	Amortization of Utility Plant Acquisition Adjustments	<a href="#">F-16</a>	\$ -		
407	Amortization of Property Losses	-	\$ -		
408.1	Taxes Other Than Income Taxes-Utility Operating Income	<a href="#">F-31</a>	\$ -		
409.1	Income Taxes, Utility Operating Income	<a href="#">F-31</a>	\$ -		
410.1	Provision for Deferred Income Taxes-Utility Operating Income	<a href="#">F-36</a>	\$ -		
411.1	Income Taxes Deferred in Prior Years-Credit Utility Operating Income	<a href="#">F-36</a>	\$ -		
412.1	Investment Tax Credits-Utility Operations, Deferred to Future Periods	<a href="#">F-33</a>	\$ -		
412.2	Investment Tax Credits-Utility Operations, Restored to Operating Income	<a href="#">F-33</a>	\$ -		
	Total Utility Operating Expenses		\$ -	\$ -	\$ -
	Net Utility Operating Income		\$ -	\$ -	\$ -
413	Income from Utility Plant Leased to Others	<a href="#">F-38</a>	\$ -		
414	Gains (Losses) from Disposition of Utility Property	<a href="#">F-40</a>	\$ -		
	Total Net Utility Operating Income		\$ -	\$ -	\$ -
<u>Other Income</u>					
415-418	Nonutility Operating Income	<a href="#">F-39</a>	\$ -		
419	Interest and Dividend Income (Net)	<a href="#">F-39</a>	\$ -		
420	Allowance for Funds Used During Construction	<a href="#">F-41</a>	\$ -		
421	Miscellaneous Non-operating Income	<a href="#">F-41</a>	\$ -		
422	Gains (Losses) from Disposition of Non-Utility Property	<a href="#">F-40</a>	\$ -		
	Total Other Income		\$ -	\$ -	\$ -
<u>Other Income Deductions</u>					
425	Miscellaneous Amortization	<a href="#">F-41</a>	\$ -		
426	Miscellaneous Income Deductions	<a href="#">F-41</a>	\$ -		
	Total Other Income Deductions		\$ -	\$ -	\$ -
<u>Taxes Applicable to Other Income</u>					
408.2	Taxes Other than Income Taxes, Other Income and Deductions	<a href="#">F-31</a>	\$ -		
409.2	Income Taxes, Other Income and Deductions	<a href="#">F-31</a>	\$ -		
410.2	Provision for Deferred Income Taxes, Other Income and Deductions	<a href="#">F-36</a>	\$ -		
411.2	Income Taxes Deferred in Prior Years - Credit, Other Income and Deductions	<a href="#">F-36</a>	\$ -		
412.3	Investment Tax Credits-Utility Operations Restored to Non-operating Income	<a href="#">F-33</a>	\$ -		
412.4	Investment Tax Credits, Non-utility Operations, Net	<a href="#">F-33</a>	\$ -		
	Total Taxes on Other Income and Deductions		\$ -	\$ -	\$ -
	Net Other Income and Deductions		\$ -	\$ -	\$ -
<u>Interest Charges</u>					
427	Interest on Long-Term Debt	<a href="#">F-41</a>	\$ -		
428	Amortization on Debt Discount and Expense	<a href="#">F-21</a>	\$ -		
429	Amortization of Premium on Debt - Credit	<a href="#">F-21</a>	\$ -		
430	Interest on Debt to Associated Companies	<a href="#">F-41</a>	\$ -		
431	Other Interest Expense	<a href="#">F-41</a>	\$ -		
	Total Interest Charges		\$ -	\$ -	\$ -
	Income Before Extraordinary Items		\$ -	\$ -	\$ -
<u>Extraordinary Items</u>					
433	Extraordinary Income	-	\$ -		
434	Extraordinary Deductions	-	\$ -		
499.3	Income Taxes, Extraordinary Items	-	\$ -		
	Extraordinary Items After Taxes		\$ -	\$ -	\$ -
	Net Income		\$ -	\$ -	\$ -

Indicates Link to Another Worksheet within Workbook

Indicates formula cell



Company Name \_\_\_\_\_

**STATEMENT OF RETAINED EARNINGS FOR THE YEAR**

1. Each credit and debit during the year should be identified as to the retained earnings account in which recorded and the contra-primary account affected shown in Column (c).
2. For each reservation or appropriation of retained earnings, state the purpose and amount.
3. Dividends should be shown for each class and series of capital stock. Show amounts of dividends per share.
4. Show separately the state and federal income tax effect of items shown in Account 439 and give a brief description of each adjustment.

Item (a)	Account No. (b)	Contra-Primary Account Affected (c)	Amount (d)
<b>Unappropriated Retained Earnings:</b>			
<i>Balance at Beginning of Year (Acct. 216)</i>	216		(Total to Pg. F-25)
Changes (Please identify by prescribed retained earnings account.):			
<i>Adjustments to Retained Earnings (Acct. 439):</i>			
Credits:			
Total Credits to Retained Earnings	439		\$ -
Debits:			
Total Debits to Retained Earnings	439		\$ -
Balance Transferred from Income (Acct. 435)	435		
<i>Appropriations of Retained Earnings (Acct. 436):</i>			
Total Appropriations of Retained Earnings	436		\$ -
<i>Dividends Declared - Preferred Stock (Acct. 437):</i>			
Total Dividends Declared - Preferred Stock	437		\$ -
<i>Dividends Declared - Common Stock (Acct. 438):</i>			
Total Dividends Declared - Common Stock	438		\$ -
Net Changes During the Year			\$ -
			(Total to Pg. F-25)
Unappropriated Retained Earnings Balance at End of Year (Acct. 216)	216		\$ -
			(Total to Pg. F-25)
<b>Appropriated Retained Earnings</b>			
<i>Balance at Beginning of Year (Acct. 215):</i>	215		(Total to Pg. F-25)
State balance and purpose of each appropriated retained earnings amount at the end of the year and give accounting entries for any applications of appropriated retained earnings during the year. [See Pg. F-25 for detail of transactions. Attach separate sheet, if necessary.]			
Changes During the Year			\$ -
Total Appropriated Retained Earnings at End of Year (Acct. 215)	215		\$ -
			(Total to Pg. F-25)
Total Retained Earnings (Accts. 215-216)	215 & 216		\$ -

Notes to Statement of Retained Earnings for the Year

Indicates a link to another Worksheet within Workbook.

Indicates formula cell.

Company Name \_\_\_\_\_

**STATEMENT OF CHANGES IN FINANCIAL POSITION**

Source of Funds (a)	Amount (b)
Funds from Operations:	
Net Income	
Principal Non-cash charges (credits) to Income:	
Depreciation and Depletion	
Amortization of:	
Provision for Deferred or Future Income Taxes (Net)	
Investment Tax Credit Adjustments	
Other (Net)	
Total Principal Non-cash Charges to Income	\$ -
Total Funds from Operations	\$ -
Funds from Outside Sources (New Money):	
Long-term Debt	
Preferred Stock	
Common Stock	
Net Increase in Short-term Debt	
Other (Net)	
Total Funds from Outside Sources	\$ -
Sale of Non-current Asset	
Other (Net):	
Total Other (Net)	\$ -
Total Sources of Funds	\$ -
Application of Funds (a)	Amount (b)
Construction and Plant Expenditures (Include Land):	
Gross Additions to Utility Plant	
Gross Additions to Common Utility Plant	
Gross Additions to Non-Utility Plant	
Other	
Total Applications to Construction and Plant Expenditures	\$ -
Dividends on Preferred Stock	
Dividends on Common Stock	
Funds for Retirement of Securities and Short-term Debt:	
Long-term Debt	
Preferred Stock	
Redemption of Capital Stock	
Net Decrease in Short-term Debt	
Other (Net)	
Total Funds for Retirement of Securities and Short-term Debt	\$ -
Purchase of Other Non-current Assets	
Other (Net)	
Total Application of Funds	\$ -
Net Change in Financial Position [Total Source of Funds LESS Total Application of Funds]	\$ -

Indicates formula cell.

**UTILITY PLANT AND ACCUMULATED DEPRECIATION AT END OF YEAR**  
Report Plant in Service and Depreciation after Allocation of Common Plant and Reserve to Utility Departments

Plant Accounts (a)	Account No. (b)	Sewer Balance at Beginning of Year (c)	Water Balance at Beginning of Year (d)	Total Balance at Beginning of Year (e)	Sewer Balance at End of Year (f)	Water Balance at End of Year (g)	Total Balance at End of Year (h)	Company Name
Utility Plant in Service	101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Completed Construction not Classified	102			\$ -			\$ -	
Utility Plant in Process of Reclassification	103			\$ -			\$ -	
Utility Plant Leased to Others (see below)	104			\$ -	\$ -	\$ -	\$ -	
Property Held for Future Use	105			\$ -	\$ -	\$ -	\$ -	
Utility Plant Purchased or Sold	106			\$ -	\$ -	\$ -	\$ -	
Construction Work in Progress	107			\$ -	\$ -	\$ -	\$ -	
<b>Total Utility Plant</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
				(Total to Pg. F-10)			(Total to Pg. F-10)	
Accumulated Provision for Depreciation:								
Utility Plant in Service	108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Utility Plant Leased to Others (see below)	109			\$ -	\$ -	\$ -	\$ -	
Property Held for Future Use	110			\$ -			\$ -	
Accumulated Provision for Amortization	111-113			\$ -			\$ -	
<b>Total Accumulated Provisions for Depreciation and Amortization</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
				(Total to Pg. F-10)			(Total to Pg. F-10)	
Utility Plant Acquisition Adjustments:	114			\$ -			\$ -	
				\$ -			\$ -	
				\$ -			\$ -	
				\$ -			\$ -	
				\$ -			\$ -	
Accum. Prov. of Amort. of Utility Plant Acquisition Adjustments	115			\$ -			\$ -	
Net Utility Plant Acquisition Adjustments				\$ -			\$ -	
				(Total to Pg. F-10)			(Total to Pg. F-10)	
<b>Total Utility Plant LESS Depreciation and Amortization</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<small>(Note: This total should match Total Net Utility Plant on Pg. F-10)</small>								

**UTILITY PLANT LEASED TO OTHERS**  
**at End of Year**  
**(Acct. 104)**

Name of Lessee (a)	Description of Property Leased (b)	Expiration Date of Lease (c)	Plant Balance at End of Year (d)	Accum. Deprec. and Amort. (e)
<u>Sewer:</u>				
	Total Sewer Utility Plant Leased to Others (to above)		\$ -	\$ -
<u>Water:</u>				
	Total Water Utility Plant Leased to Others (to above)		\$ -	\$ -
	Total Sewer and Water Utility Plant Leased to Others		\$ -	\$ -

Indicates Link to Another Worksheet within Workbook  
Indicates formula cell.

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

**UTILITY PLANT HELD FOR FUTURE USE (ACCT. 105)**

Report below the information called for concerning utility plant held for future use, show separate subtotals for each utility service. If no definite plan exists for use of the property in utility service, then report the investment in Acct. 121, Non-Utility Property.

Description and Location of Property (a)	Account No. (b)	Date Originally Acquired (c)	Year Expected to be Used in Utility Service (d)	Book Cost at End of Year (e)
<i>Sewer:</i>				
Total Sewer Utility Property Held for Future Use	105			\$ - (Total to Pg. F-16)
<i>Water:</i>				
Total Water Utility Property Held for Future Use	105			\$ - (Total to Pg. F-16)
Total Sewer & Water Utility Property Held for Future Use	105			\$ -
LESS: Accumulated Provision for Depreciation & Amortization	113			
Net Utility Property Held for Future Use				\$ -

**CONSTRUCTION WORK IN PROGRESS (ACCT. 107)**

Report each project under construction, the complete cost of which is estimated to exceed \$100,000. Group by utility departments all projects for less than \$250,000.00

Description of Project (a)	Balance at End of Year (b)	Estimated Cost of Project (c)
<i>Sewer:</i>		
Total Sewer Utility Plant Construction Work in Progress	\$ - (Total to Pg. F-16)	\$ -
<i>Water:</i>		
Total Water Utility Plant Construction Work in Progress	\$ - (Total to Pg. F-16)	\$ -
Total Sewer and Water Utility Plant Construction Work in Progress	\$ -	\$ -

Indicates formula cell



Company Name \_\_\_\_\_

**INVESTMENTS AND FUNDS (ACCOUNTS 123- 128 INCLUSIVE)**

1. Report with separate subheadings for each account, the securities owned by the utility including date of issuance and date of maturity in description of any debt securities owned. Designate any securities pledged and explain purpose of pledge in footnote. Minor investments in Account 124 may be grouped by classes.
2. Report separately each fund account showing nature of assets included therein and list any securities included in fund accounts.

Name of Issuing Company and Description of Security (a)	Interest or Dividend Rate (b)	Par Value Per Share (c)	No. of Shares or Principal Amount (d)	Book Cost at End of Year (e)
<u>Investments in Associated Cos. (Acct 123):</u>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Investments in Associated Cos.				\$ -
<u>Other Investments (Acct 124):</u>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Other Investments				\$ -
<u>Special Funds (Accts. 125-128)</u>				
<u>Sinking Funds (Acct 125):</u>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total (Acct. 125)				\$ -
<u>Depreciation Fund (Acct 126):</u>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total (Acct. 126)				\$ -
<u>Other Special Funds (Acct 128):</u>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total (Acct. 128)				\$ -
Total Special Funds (Accts. 125-128)				\$ -

Indicates formula cell.

Company Name \_\_\_\_\_

**NOTES AND ACCOUNTS RECEIVABLE**

Report hereunder notes and accounts receivable included in Accounts 141, 142, 143, 145 and 146.

Particulars (a)	Account No. (b)	Accounts Receivable at Beginning of Year (c)	Notes Receivable at Beginning of Year (d)	Accounts Receivable at End of Year (e)	Notes Receivable at End of Year (f)
<u>Notes and Accounts Receivable (Accts. 141-144)</u>					
Customer Accounts Receivable (Acct. 142): Water Sewer Merchandising, jobbing and contract work Total Customer Accounts Receivable	142				
		\$ -	\$ -	\$ -	\$ -
List below items included in Accounts 141, 143, 145 and 146, showing totals for each account and any interest rates:					
<u>Notes Receivable (Acct 141):</u>					
Total Account 141	141				
		\$ -	\$ -	\$ -	\$ -
<u>Other Accounts Receivable (Acct 143):</u>					
Total Account 143	143				
		\$ -	\$ -	\$ -	\$ -
Total Notes and Accounts Receivable (Acct. 141-143)		\$ -	\$ -	\$ -	\$ -
Total Notes and Accounts Receivable (Accts. 141-143 Combined)			\$ - (Total to Pg. F-10)		\$ - (Total to Pg. F-10)
<u>Receivables from Associated Companies (Accts. 145-146)</u>					
<u>Notes Receivable (Acct 145):</u>					
Total Account 145	145				
		\$ -	\$ -	\$ -	\$ -
<u>Accounts Receivable (Acct 146):</u>					
Total Account 146	146				
		\$ -	\$ -	\$ -	\$ -
Total Receivables from Associated Cos. (Accts. 145-146)		\$ -	\$ -	\$ -	\$ -
Total Receivables from Associated Cos. (Accts. 145-146 Combined)			\$ - (Total to Pg. F-10)		\$ - (Total to Pg. F-10)

**ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS (ACCOUNT 144)**

Particulars (a)	Amount (b)
Balance at Beginning of Year	
	(Total to Pg. F-10)
ADD: Provision for Uncollectibles During Year	
Collection of Accounts Previously Written Off:	
Sewer	
Water	
Other	
Total Additions	\$ -
DEDUCT: Accounts Written Off During Year	
Sewer	
Water	
Other	
Total Accounts Written Off	\$ -
Balance at End of Year	\$ -
	(Total to Pg. F-10)
Total Notes and Accounts Receivable LESS Accumulated Provisions for Uncollectible Accounts (Accts. 141-144)	\$ -

Indicates formula cell.

**MATERIALS AND SUPPLIES (ACCOUNTS 151-157 AND 163)**

Particulars (a)	Account No. (b)	Balance at Beginning of Year (c)	Balance at End of Year (d)
Fuel Stock	151		
Fuel Stock Expenses	152		
Plant Materials and Operating Supplies:	154		
Water			
Sewer			
Other			
Total Plant Materials and Operating Supplies		\$ -	\$ -
Merchandise	155		
Other Materials and Supplies	156		
Total Materials and Supplies (Accts. 151-157)		\$ -	\$ -
		(Total to Pg. F-10)	(Total to Pg. F-10)
Stores Expense (Total to Pg. F-10)	163		
Total Materials and Supplies PLUS Stores Expense (Accts. 151-157 & 163)		\$ -	\$ -

**PREPAYMENTS (ACCOUNT 166)**

Particulars (a)	Balance at Beginning of Year (b)	Balance at End of Year (c)
Prepaid Insurance		
Prepaid Rent		
Other Prepayments (Please specify):		
Total	\$ -	\$ -
	(Total to Pg. F-10)	(Total to Pg. F-10)

**UNAMORTIZED DEBT DISCOUNT AND EXPENSE AND PREMIUM ON DEBT**

Report Net Discount and expense or premium separately for each security issue and indicate totals for Accounts 181 and 251.

Debt Issue to Which Related (a)	Balance at Beginning of Year (b)	Amount Amortized During the Year (Accts. 428, 429) (c)	Balance at End of Year (d)
<i>Unamortized Debt Discount and Expense (Acct. 181)</i>			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total (Acct. 181)	\$ -	\$ -	\$ -
	(Total to Pg. F-10)	(Total to Pg. F-12)	(Total to Pg. F-9)
<i>Unamortized Premium on Debt (Acct. 251)</i>			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total (Acct. 251)	\$ -	\$ -	\$ -
	(Total to Pg. F-11)	(Total to Pg. F-13)	(Total to Pg. F-11)

**MISCELLANEOUS DEFERRED DEBITS**

Report separately amounts in Accounts 182 and 186 and describe major items included in these accounts. For Account 182, show date of letter or order number authorizing amortization period.

Name of Account & Description of Item (a)	Date of Letter or Order No. (b)	Balance at Beginning of Year (c)	Charges During Year (d)	Credits During Year (e)	Balance at End of Year (f)
<i>Extraordinary Property Losses (Acct. 182)</i>					\$ -
					\$ -
					\$ -
Total (Acct. 182)		\$ -	\$ -	\$ -	\$ -
		(Total to Pg. F-10)			(Total to Pg. F-10)
<i>Misc. Deferred Debits (Acct. 186)</i>					\$ -
					\$ -
					\$ -
Total (Acct. 186)		\$ -	\$ -	\$ -	\$ -
		(Total to Pg. F-10)			(Total to Pg. F-10)

Indicates formula cell.



Company Name \_\_\_\_\_

**CLEARING ACCOUNTS (ACCOUNT 184)**

Show all clearing accounts maintained during the year even though no balance remains in account at end of year.

Name of Account (a)	Balance at Beginning of Year (b)	Balance at End of Year (c)
Total (Acct. 184)	\$ - (Total to Pg. F-10)	\$ - (Total to Pg. F-10)

Indicates formula cell.

Company Name \_\_\_\_\_

**CONSTRUCTION OVERHEADS**

Report hereunder the total overheads and the total direct cost of construction for the year classified by utility departments and functional groups of plant accounts under each utility department.

Utility Department and Functional Group of Plant (a)	Direct Construction Cost (b)	Construction Overhead	
		Amount (c)	Percent (d)
Total	\$ -	\$ -	

Report hereunder the kinds of construction overheads for the year according to the titles used by the utility. Taxes during construction and AFUDC should be shown as separate items.

Class of Overhead (e)	Amount Charged to Construction (f)	% of Total Construction in Column (b) (g)
Total	\$ -	

Report below the interest rate used in the practices of utility in capitalizing interest during construction.

 Indicates formula cell.

**CAPITAL STOCK ACCOUNTS AT END OF YEAR**

Class and Series (a)	Shares Authorized by Charter (b)	Par Value Per Share (c)	Call Price End of Year (d)	Accts. 201 and 204		Acct. 217		Acct. 214
				Per Balance Sheet		Reacquired Stock		Capital Stock
				Shares (e)	Amount (f)	Shares (g)	Amount (h)	Expense (i)
<i>Common Stock Issued (Acct. 201):</i>								
Total (Acct. 201)					\$ -		\$ -	\$ -
					(Total to Pg. F-11)			
<i>Preferred Stock Issued (Acct. 204):</i>								
Total (Acct. 204)					\$ -		\$ -	\$ -
					(Total to Pg. F-11)		\$ -	\$ -
							\$ -	\$ -
							(Total to Pg. F-11)	(Total to Pg. F-11)

Company Name

**OTHER CAPITAL LIABILITY (ACCOUNTS 202, 203, 205, 206 AND 212)**

Explanation (Please specify account numbers for each item.) (a)	Amount at Dec. 31 (b)
<i>Common Stock Subscribed (Acct 202):</i>	
Total (Acct. 202)	\$ -
<i>Preferred Stock Subscribed (Acct 205):</i>	
Total (Acct. 205)	\$ -
Total (Acct. 202 & Acct. 205)	\$ -
	(Total to Pg. F-11)
<i>Common Stock Liability for Conversion (Acct 203):</i>	
Total (Acct. 203)	\$ -
<i>Preferred Stock Liability for Conversion (Acct 206):</i>	
Total (Acct. 206)	\$ -
Total (Acct. 203 & Acct. 206)	\$ -
	(Total to Pg. F-11)
<i>Installments Received on Capital Stock (Acct 212):</i>	
Total (Acct. 212)	\$ -
	(Total to Pg. F-11)

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

**OTHER PAID-IN-CAPITAL (ACCOUNTS 207-211)**

Particulars (a)	Account No. (b)	Balance at Beginning of Year (c)	Balance at End of Year (d)	Increase (Decrease) (e)
Premium on Capital Stock	207			\$ -
		(Total to Pg. F-11)	(Total to Pg. F-11)	
Donations Received from Stockholders	208			\$ -
Reduction in Par or Stated Value of Capital Stock	209			\$ -
Gain on Resale or Cancellation of Reacquired Cap. Stock	210			\$ -
Miscellaneous Paid-in Capital	211			\$ -
Total (Accts. 208-211)		\$ -	\$ -	\$ -
		(Total to Pg. F-11)	(Total to Pg. F-11)	
Total Other Paid-in Capital (Accts. 207-211)		\$ -	\$ -	\$ -

Explain Changes During Year Hereunder

**RETAINED EARNINGS (ACCOUNTS 215-216)**

Particulars (a)	Appropriated (Acct. 215) (b)	Unappropriated (Acct. 216) (c)	Total (d)
Balance at Beginning of Year	\$ -	\$ -	\$ -
Changes During the Year (Please explain in detail. Attach extra sheet if necessary.) <i>Appropriated Retained Earnings (Acct. 215):</i>		(Please see Pg. F-14 for detail of changes relating to this account.)	
Total Changes During the Year	\$ -	\$ -	\$ -
	(Total to Pg. F-14)		
Balance at End of Year	\$ -	\$ -	\$ -
			(Total to Pg. F-11)

**NOTES PAYABLE (ACCOUNT 231)**

Name of Payee and Purpose for Which Issued (a)	Date of Note No. (b)	Date of Maturity (c)	Interest Rate (d)	Balance at End of Year (e)
Total Notes Payable (Acct. 231)				\$ -
				(Total to Pg. F-11)

Indicates link to another worksheet within workbook.

Indicates formula cell.

**LONG-TERM DEBT (ACCOUNTS 221-224)**

Report data called for and show total for each long-term debt account at end of year.

Description of Debt (a)	Nominal Date of Issue (b)	Nominal Date of Maturity (c)	Interest Rate (d)	General Call Price at End of Year (e)	Held by Utility		Amount Outstanding (h)
					Reacquired Bonds (f)	Sinking and Other Funds (g)	
<i>Bonds (Acct. 221-222):</i>							
Total Bonds LESS Reacquired Bonds (Accts. 221-222)					\$ -	\$ -	\$ -
							(Total to Pg. F-11)
<i>Advances from Associated Companies (Acct. 223):</i>							
Total Advances from Assoc. Cos. (Acct. 223)					\$ -	\$ -	\$ -
							(Total to Pg. F-11)
<i>Other Long-term Debt (Acct. 224):</i>							
Total Other Long-term Debt (Acct. 224)					\$ -	\$ -	\$ -
							(Total to Pg. F-11)
Total Long-term Debt (Acct. 221-224)					\$ -	\$ -	\$ -
<small>(Note: This total should match Total Long-term Debt on Pg. F-11.)</small>							

Company Name

For the calendar year of January 1 - December 31, \_\_\_\_\_

Indicates formula cell.

Company Name \_\_\_\_\_

**PAYABLES TO ASSOCIATED COMPANIES (ACCOUNTS 233-234)**

Include information requested in Columns (b), (c), and (d) for Notes Payable ONLY.

Name of Company (a)	Date of Issue (b)	Date of Maturity (c)	Interest Rate (d)	Amounts at End of Year	
				Notes Payable (e)	Accounts Payable (f)
<i>Notes Payable to Assoc. Cos. (Acct 233):</i>					
<i>Accts Payable to Assoc. Cos. (Acct 234):</i>					
Total				\$ -	\$ -
Total Payables to Assoc. Cos. (Accts. 233-234)					\$ -
					(Total to Pg. F-11)

**INTEREST ACCRUED (ACCOUNT 237)**

Class of Debt (a)	Balance at Beginning of Year (b)	Interest Accrued During Year (c)	Interest Expense (d)	Balance at End of Year (e)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Interest Accrued (Acct. 237)	\$ -	\$ -	\$ -	\$ -
	(Total to Pg. F-11)			(Total to Pg. F-11)

**MISCELLANEOUS CURRENT AND ACCRUED LIABILITIES (ACCOUNT 242)**

Minor items may be grouped by classes.

Description (a)	Balance at Beginning of Year (b)	Balance at End of Year (c)
Total Misc. Current and Accrued Liabilities (Acct. 242)	\$ -	\$ -
	(Total to Pg. F-11)	(Total to Pg. F-11)

Indicates formula cell.



Company Name \_\_\_\_\_

**RECONCILIATION OF REPORTED NET INCOME WITH TAXABLE INCOME FOR INCOME TAXES**

- Report hereunder a reconciliation of net income for the year with estimated taxable income used in computing income tax accruals and show computation of tax accruals.
- If the utility is a member of a group that files a consolidated tax return, reconcile reported net income with federal taxable income from a separate tax return been filed. Report names of companies to consolidated group and basis of allocation of tax liability among members of the group.

	Amount	
	State	Federal
Net Income for year as reported:		
Adjustments made to determine income (list additional income and unallowable deductions first, followed by additional deductions and nontaxable income):		
Net Adjustments:	\$ -	\$ -
Taxable Net Income	\$ -	\$ -

Computation of Taxes

Indicates formula cell.





DISTRIBUTION OF TAXES TO ACCOUNTS

Report hereunder the accounts and functions charged with taxes accrued and taxes cleared from prepaid accounts during the year. Where allocation is necessary, explain the basis used for such allocation.  
Report in footnote the amounts and kinds of taxes cleared from prepaid taxes, if any.

Account Number or Function Charged (a)	Real Estate and Personal Property Taxes (b)	State Income Taxes (c)	Federal Income Taxes (d)	FICA and Federal & State Unemployment Taxes (e)	Local Property Taxes (f)	State & Local Taxes Paid to Other States (g)	Other Taxes (h)	Total (i)	Company Name
<i>Taxes Other Than Income Taxes-Utility Operating Income (Acct. 408.1)</i>									
Water								\$ -	
Sewer								\$ -	
Other								\$ -	
Total (Acct. 408.1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
									(Total to Pg. F-13)
<i>Taxes Other Than Income Taxes-Other Income &amp; Deductions (Acct. 408.2)</i>									
Water								\$ -	
Sewer								\$ -	
Other								\$ -	
Total (Acct. 408.2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
									(Total to Pg. F-13)
<i>Income Taxes - Utility Operating Income (Acct. 409.1)</i>									
Water								\$ -	
Sewer								\$ -	
Other								\$ -	
Total (Acct. 409.1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
									(Total to Pg. F-13)
<i>Income Taxes-Other Income &amp; Deductions (Acct. 409.2)</i>									
Water								\$ -	
Sewer								\$ -	
Other								\$ -	
Total (Acct. 409.2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
									(Total to Pg. F-13)
Clearing Accounts								\$ -	
Construction								\$ -	
Other (Please specify):								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
								\$ -	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Footnote(s)

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

**INVESTMENT TAX CREDITS GENERATED AND UTILIZED**

1. This schedule shall be prepared by the reporting company regardless of the method of accounting adopted for the investment tax credits. By footnote, state the method of accounting adopted and whether the company has consented to pass the entire amount of tax credits on to customers in the year used to reduce taxes and if so, state the amount of such credits passed on.
2. As indicated in Column (a), the schedule shall show each year's activities commencing with 1962 and shall separately identify the data for the various rates.
3. Report in Column (b), the amount of investment tax credits generated from properties acquired for use in public utility operations and report in Column (c) the amount of such generated credits utilized in computing the annual income taxes. If there are other utility or nonutility operations, show any applicable generated and utilized investment tax credits in a footnote. Also, explain by footnote any adjustment to Columns (b), (c), and (d) such as for correcting, etc., or carryback or unused credits.
4. Report in Column (d) the weighted-average useful life of all properties used in computing the investment tax credits in Column (b).
5. Show by footnote any unused credits available at end of each year for carry forward as a reduction of taxes in subsequent years.
6. Separate amounts according to classification of utility using an additional page, if necessary.

Year (a)	Credit Generated For Year (b)	Credit Utilized For Year (c)	Weighted-Average Useful Life of Property (d)
<u>1962-1974</u> 3% 4% 7%			
<u>1975-1976</u> 3% 4% 7% 10% 11%			
<u>1977</u> 3% 4% 7% 10% 11%			
<u>1978</u> 3% 4% 7% 10% 11%			
<u>1979</u> 3% 4% 7% 10% 11%			
<u>1980</u> 3% 4% 7% 10% 11%			
<u>Footnote(s)</u>			

**ACCUMULATED DEFERRED INVESTMENT TAX CREDITS (ACCOUNT 255)**

Report as specified below information applicable to Account 255. Where appropriate, segregate the balances and transactions by utility and non-utility operations. Explain by footnote any correction adjustments to the account balance, shown in Column (g). Include in Column (i) the average period over which the tax credits are amortized.

Company Name \_\_\_\_\_

Account Subdivisions (a)	Balance at Beginning of Year (b)	Deferred for Year		Allocations to Current Year's Income		Adjustments (g)	Balance at End of Year (h)	Average Period of Allocation to Income (i)
		Account No. (c)	Amount (d)	Account No. (e)	Amount (f)			
<u>Utility Operations Deferred to Future Periods:</u>		412.10		412.11				
Total Utility Operations Deferred to Future Periods	\$ -		\$ -		\$ -	\$ -	\$ -	
			(Total to Pg. F-13)		(Total to Pg. F-13)			
<u>Utility Operations, Restored to Operating Income:</u>		412.20		412.21				
Total Utility Operations, Restored to Operating Income	\$ -		\$ -		\$ -	\$ -	\$ -	
			(Total to Pg. F-13)		(Total to Pg. F-13)			
<u>Utility Operations, Restored to Nonoperating Income:</u>		412.30		412.31				
Total Utility Operations, Restored to Nonoperating Income	\$ -		\$ -		\$ -	\$ -	\$ -	
			(Total to Pg. F-13)		(Total to Pg. F-13)			
<u>Nonutility Operations, Net:</u>		412.40		412.41				
Total Nonutility Operations, Net	\$ -		\$ -		\$ -	\$ -	\$ -	
			(Total to Pg. F-11)		(Total to Pg. F-11)			
Total Accum. Def. Inv. Tax Credits (Acct. 255)	\$ -		\$ -		\$ -	\$ -	\$ -	
	(Total to Pg. F-11)						(Total to Pg. F-11)	

For the calendar year of January 1 - December 31, \_\_\_\_\_



**ACCUMULATED DEFERRED INCOME TAXES - LIBERALIZED DEPRECIATION (ACCOUNT 282)**

1. Report the information called for below covering the respondent's accounting for deferred income taxes relating to property not subject to accelerated amortization.
2. In the space provided below, please provide explanations including the following:
  - (a) State the general method or methods of liberalized depreciation being used (i.e., sum of years digits, declining balance, etc), estimated lives, (i.e., useful lives, guideline class life, etc.) and classes of plant to which each method is being applied and date method was adopted.
  - (b) Furnish a table for each year, 1954 to date of this report, the annual amounts of tax deferrals and with respect to each year's tax deferral, the total debits hereto which have been accounted for as credits to Accounts 411.2 - Provisions for Deferred Income Taxes - Cr., Other Income and Deductions, or comparable account of previous system of accounts. Also, please explain the basis used to defer amounts for the latest year (straight-line tax rate to liberalized tax rate, etc.). Please state whether the accounting for liberalized depreciation has been directed or approved by any state commission.
3. Other (Please specify) - include deferrals relating to other income and deductions.
4. Use separate pages as required.

Company Name

Account Subdivisions (a)	General Method(s) of Liberalized Depreciation Being Used *	Estimated Lives **	Class of Plant to which Each Method is Being Applied	Balance at Beginning of Year	Changes During the Year				Adjustments				Balance at End of Year
					Amount Debited Account 410.1	Amounts Credited Account 411.1	Amounts Debited Account 410.2	Amounts Credited Account 411.2	Debits		Credits		
									Acct. No. (j)	Amount (k)	Acct. No. (l)	Amount (m)	
<i>Accelerated Amort. (Acct. 282):</i>													
Sewer													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
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													\$ -
Other (Please define.)													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
<b>Total (Account 282)</b>				\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
				(Total to Pg. F-36)	(Total to Pg. F-36)	(Total to Pg. F-36)	(Total to Pg. F-36)	(Total to Pg. F-36)					(Total to Pg. F-36)
<i>Classification of Total:</i>													
Federal Income Tax													
State Income Tax													
Local Income Tax													

For the calendar year of January 1 - December 31,

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\* i.e., sum of years digits, declining balance, etc.  
 \*\* i.e., useful lives, guideline class life, etc.

 Indicates formula cell.

**ACCUMULATED DEFERRED INCOME TAXES - OTHER (ACCOUNT 283)**

- Report the information called for below concerning the respondent's accounting for deferred income taxes relating to amounts recorded in Account 283.
- In the space provided below: (a) include amounts relating to insignificant items under Other.
- Other (Please specify) - include deferrals relating to other income and deductions.
- Use separate pages as required.

Company Name

Account Subdivisions (a)	Balance at Beginning of Year (b)	Changes During the Year				Adjustments				Balance at End of Year (k)
		Amount Debited Account 410.1 (c)	Amounts Credited Account 411.1 (d)	Amounts Debited Account 410.2 (e)	Amounts Credited Account 411.2 (f)	Debits		Credits		
						Acct. No. (g)	Amount (h)	Acct. No. (i)	Amount (j)	
<i>Accumulated Deferred Income Taxes (Acct. 283):</i>										
Sewer										-
Water										-
Other										-
Total (Account 283)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	-
<i>Classification of Total:</i>										
Federal Income Tax										
State Income Tax										
Local Income Tax										
<b>ACCUMULATED DEFERRED INCOME TAXES (ACCOUNTS 281-283)</b>										
					Balance at Beg of Yr	410.1	411.1	410.2	411.2	Balance at End of Yr
Accelerated Amortization (Acct. 281)(Total from Pg. F-34)					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liberalized Depreciation (Acct. 282)(Total from Pg. F-35)					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other (Acct. 283) (from above)					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
					(Total to Pg. F-11)	(Total to Pg. F-13)	(Total to Pg. F-13)	(Total to Pg. F-13)	(Total to Pg. F-13)	(Total to Pg. F-13)

For the calendar year of January 1 - December 31

 Indicates link to another worksheet within workbook.  
 Indicates formula cell.





Company Name \_\_\_\_\_

**INCOME FROM UTILITY PLANT LEASED TO OTHERS (ACCOUNT 413)**

Show hereunder particulars concerning revenues, expenses and net income from lease of utility plant constituting a distinct operating unit or system. Report data for each lease arrangement. Use additional sheets if necessary.

Particulars (a)	Total (b)	(c)	(d)
Rentals received (Please specify from whom received and identify property leased.)			
Total Rentals	\$ -	\$ -	\$ -
Expenses:			
Operation			
Maintenance			
Depreciation Expense			
Amortization Expense			
Taxes Other than Income Taxes			
Income Taxes			
Total Expenses	\$ -	\$ -	\$ -
Net Income from Utility Plant Leased to Others (Acct. 413)	\$ -	\$ -	\$ -
	(Total to Pg. 13)		

**INCOME FROM MERCHANDISING, JOBBING AND CONTRACT WORK (ACCOUNTS 415-416)**

Particulars (a)	Sewer (b)	Water (c)	Total (d)
Sales:			
Gross Sales			\$ -
Deductions:			
Discount and Allowances			\$ -
Merchandise Returns			\$ -
Total Deductions	\$ -	\$ -	\$ -
Net Sales	\$ -	\$ -	\$ -
Cost of Sales			\$ -
Gross Profit from Sales	\$ -	\$ -	\$ -
Expenses (List hereunder expenses by major classes including the following):			
Depreciation Expense			\$ -
Customer Accounts Expense			\$ -
Employee Pensions and Benefits			\$ -
Administrative and General Expenses			\$ -
Taxes Other than Income Taxes:			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Expenses	\$ -	\$ -	\$ -
Net Income from Merchandising, Jobbing and Contract Work (Accts. 415-416)	\$ -	\$ -	\$ -
			(Total to Pg. F-39)

Indicates formula cell.

Company Name \_\_\_\_\_

**NON-OPERATING RENTAL INCOME (ACCOUNT 418)**

Name of Lessee and Description of Property (a)	Amount (b)
Rent Revenue (List major items separately, others may be grouped.):	
Total Rent Revenues	\$ -
Expenses:	
Operation and Maintenance	
Depreciation	
Taxes Other than Income Taxes	
Income Taxes	
Total Expenses	\$ -
Non-operating Rental Income	\$ -

**INTEREST AND DIVIDEND INCOME (ACCOUNT 419)**

Security or Account on Which Received (a)	Interest or Dividend Rate (b)	Amount (c)
Total Interest and Dividends		\$ -
Expenses Applicable to Above (as listed hereunder):		
Total Expenses		\$ -
Net Interest and Dividend Income (Acct. 419)		\$ -
		(Total to Pg. F-13)

<b>Other Income (Nonutility Operating Income)</b>	
Acct. 415-416 (From Pg. F-38)	\$ -
Acct. 417 (From Pg. F-41)	\$ -
Acct. 418	\$ -
Total (Acct. 415-418)	\$ -
	(Total to Pg. F-13)

Indicates link to another worksheet within workbook.

Indicates formula cell.

**GAIN OR LOSS ON DISPOSITION OF PROPERTY (ACCOUNTS 414 AND 422)**

1. Give a brief description of property creating the gain or loss. Include name of party acquiring the property (when acquired by another utility or associated company) and the date transaction was completed. Identify property by type (i.e., leased, held for future use or non-utility).
2. Individual gains or losses relating to property with an original cost of less than \$50,000 may be grouped with the number of such transactions disclosed in Column (a).
3. Give the date of Commission approval of journal entries in Column (c) when approval is required. Where approval is required but has not been received, give explanation following the item in Column (a). (See Account 106, Utility Plant Purchased or Sold)

(a)	Original Cost of Related Property (b)	Date Journal Entry Approved (When Required) (b)	Account No. (c)	Gain (Losses) (d)
Gain on Disposition of Property:				
<i>Utility Property (Acct. 414)</i>				
Total Utility Property Gain (Acct. 414)				\$ -
<i>Non-Utility Property (Acct. 422)</i>				
Total Utility/Non-Utility Property Gain (Acct. 422)				\$ -
Loss On Disposition of Property:				
<i>Utility Property (Acct. 414)</i>				
Total Utility Property Loss (Acct. 414)				\$ -
<i>Non-Utility Property (Acct. 422)</i>				
Total Non-Utility Property ( Loss (Acct. 422)				\$ -
Net Gain/Loss Utility Property (Acct. 414)				\$ -
				(Total to Pg. F-13)
Net Gain/Loss Non-Utility Property (Acct. 422)				\$ -
				(Total to Pg. F-13)
<u>Footnote(s)</u>				

Company Name

For the calendar year of January 1 - December 31

Indicates formula cell.

Company Name \_\_\_\_\_

**OTHER INCOME AND DEDUCTIONS (ACCOUNTS 417, 420, 421, 422, 423, 425, AND 426)**

Report details of items included in accounts showing the data for account separately hereunder:

Description (a)	Amount (b)
<i>Income from Non-Utility Operations (Acct. 417):</i>	
Total (Acct. 417)	\$ - (Total to Pg. F-39)
<i>Allowance for Funds Used During Construction (Acct.420):</i>	
Total (Acct. 420)	\$ - (Total to Pg. F-13)
<i>Miscellaneous Non-operating Income (Acct. 421):</i>	
Total (Acct. 421)	\$ - (Total to Pg. F-13)
<i>Gains (Losses) from Disposition of Property (Acct. 422):</i>	
Total (Acct. 422) (Note: This total should match Gains/Losses from Disposition of Property found on Pg. F-42)	\$ -
<i>Miscellaneous Amortization (Acct. 425):</i>	
Total (Acct. 425)	\$ - (Total to Pg. F-13)
<i>Miscellaneous Income Deduction (Acct. 426):</i>	
Total (Acct. 426)	\$ - (Total to Pg. F-13)

**INTEREST CHARGES (ACCOUNTS 427, 430 AND 431)**

Class of Debt on Which Payable (a)	Interest	
	Rate (b)	Amount (c)
<i>Interest on Long-term Debt (Acct. 427)</i>		
Total (Acct. 427)		\$ - (Total to Pg. F-13)
<i>Interest on Debt to Assoc. Cos. (Acct. 430):</i>		
Total (Acct. 430)		\$ - (Total to Pg. F-13)
<i>Other Interest Expense (Acct. 431):</i>		
Total (Acct. 431)		\$ - (Total to Pg. F-13)

Indicates formula cell.

Company Name \_\_\_\_\_

**DISTRIBUTION OF SALARIES AND WAGES**

Report below the distribution of total salaries and wages for the year. Amounts originally charged to clearing accounts should be segregated as to Utility Departments, Construction, Plant Removals and Other Accounts and shown in the appropriate lines and spaces provided for such amounts. In determining this segregation of salaries and wages originally charged to clearing accounts, a method of approximation giving substantially correct results may be used.

Classification (a)	Direct Payroll Distribution (b)	Allocation of Amounts Charged Clearing Accounts (c)	Total (d)
<u>Water</u>			
Operation			
Maintenance			
Total Water Operation and Maintenance	\$ -	\$ -	\$ -
<u>Sewer</u>			
Operation			
Maintenance			
Total Sewer Operation and Maintenance	\$ -	\$ -	\$ -
<u>Other Utility Department</u>			
Operation			
Maintenance			
Total Other Utility Department Operation and Maintenance	\$ -	\$ -	\$ -
Total of All Utility Departments Operation and Maintenance	\$ -	\$ -	\$ -
<u>Utility Plant</u>			
Construction (by Utility Department):			
Water Plant			
Sewer Plant			
Other Plant			
Total Construction	\$ -	\$ -	\$ -
Plant Removal (by Utility Department):			
Water Plant			
Sewer Plant			
Other Plant			
Total Plant Removal	\$ -	\$ -	\$ -
Clearing Accounts:			
Water			
Sewer			
Other			
Total Clearing Accounts	\$ -	\$ -	\$ -
Other Income and Deductions:			
Water			
Sewer			
Other			
Total Other Income and Deductions	\$ -	\$ -	\$ -
Total Utility Plant	\$ -	\$ -	\$ -
Total Salaries and Wages	\$ -	\$ -	\$ -

Indicates formula cell.



## **"S" SECTION**

Co. Name \_\_\_\_\_

**SEWER OPERATING REVENUES**

Particulars (a)	Acct. No. (b)	Current Year		Last Year		Increase (Decrease) (g)
		Average Number of Customers (c)	Amounts (d)	Average Number of Customers (e)	Amount (f)	
<u>Sewer Revenues</u>						
Flat Rate Revenues - General Customers:						
Residential Revenues	521.1					\$ -
Commercial Revenues	521.2					\$ -
Industrial Revenues	521.3					\$ -
Revenues from Public Authorities	521.4					\$ -
Total Flat Rate Revenues - General Customers		-	\$ -	-	\$ -	\$ -
Measured Revenues - General Customers:						
Residential Revenues	522.1					\$ -
Commercial Revenues	522.2					\$ -
Industrial Revenues	522.3					\$ -
Revenues from Public Authorities	522.4					\$ -
Total Measured Revenues - General Customers		-	\$ -	-	\$ -	\$ -
Other Sewer Revenues:						
Revenues from Public Authorities	523					\$ -
Revenues from Other Systems	524					\$ -
Interdepartmental Revenues	525					\$ -
Miscellaneous Sewer Revenues	526					\$ -
Total Other Sewer Revenues		-	\$ -	-	\$ -	\$ -
<u>Other Operating Revenues</u>						
Sale of Sludge	531					\$ -
Customers' Forfeited Discounts	532					\$ -
Servicing of Customers' Laterals	533					\$ -
Rents from Sewer Property	534					\$ -
Interdepartmental Rents	535					\$ -
Miscellaneous Operating Revenues	536					\$ -
Total Other Operating Revenues		-	\$ -	-	\$ -	\$ -
Total Operating Revenues		-	\$ -	-	\$ -	\$ -
			(Total to Pg. F-13)			

Indicates formula cell.



Company Name \_\_\_\_\_

**SEWER OPERATION AND MAINTENANCE EXPENSES**

Particulars (a)	Account No. (b)	Current Year (c)	Last Year (d)	Increase (Decrease) (e)
<u>Collection Expenses</u>				
Operation:				
Collection Supervision and Engineering	700			\$ -
Collection Labor and Expenses	701			\$ -
Services to Customers	702			\$ -
Flow Measuring Device Expense	703			\$ -
Miscellaneous Expenses	704			\$ -
Rents	705			\$ -
Total Operation - Collection Expense		\$ -	\$ -	\$ -
Maintenance:				
Collection Maintenance Supervision and Engineering	710			\$ -
Maintenance of Collection Structures & Improvements	711			\$ -
Maintenance of Collection Sewers	712			\$ -
Maintenance of Services to Customers	713			\$ -
Maintenance of Flow Measuring Devices	714			\$ -
Maintenance of Flow Measuring Device Installations	715			\$ -
Maintenance of Other Collection Facilities	716			\$ -
Total Maintenance - Collection Expense		\$ -	\$ -	\$ -
Total Collection Expenses		\$ -	\$ -	\$ -
<u>Pumping Expenses</u>				
Operation:				
Pumping Supervision and Engineering	720			\$ -
Fuel and Power Purchased for Pumping	721			\$ -
Pumping Labor and Expenses	722			\$ -
Expenses Transferred	723			\$ -
Miscellaneous Expenses	724			\$ -
Rents	725			\$ -
Total Operation - Pumping Expense		\$ -	\$ -	\$ -
Maintenance:				
Pumping Maintenance Supervision and Engineering	730			\$ -
Maintenance of Pumping Structures and Improvements	731			\$ -
Maintenance of Pumping Equipment	732			\$ -
Total Maintenance - Pumping Expense		\$ -	\$ -	\$ -
Total Pumping Expenses		\$ -	\$ -	\$ -
<u>Treatment and Disposal (T&amp;D) Expenses</u>				
Operation:				
Treatment Supervision and Engineering	740			\$ -
Chemicals	741			\$ -
Treatment Labor and Expenses	742			\$ -
Fuel or Power for Sewage Treatment and Pumping	743			\$ -
Miscellaneous Expenses	744			\$ -
Rents	745			\$ -
Total Operation - Treatment & Disposal Expense		\$ -	\$ -	\$ -
Maintenance:				
T&D Maintenance Supervision and Engineering	750			\$ -
Maintenance of T&D Structures and Improvements	751			\$ -
Maintenance of Treatment and Disposal	752			\$ -
Maintenance of Other Treatment & Disposal Equipment	753			\$ -
Total Maintenance - Treatment & Disposal Expense		\$ -	\$ -	\$ -
Total Treatment and Disposal Expenses		\$ -	\$ -	\$ -
Subtotal - Sewer Operation Expenses		\$ -	\$ -	\$ -
		(Total to Pg. S-3)	(Total to Pg. S-3)	(Total to Pg. S-3)
Subtotal - Sewer Maintenance Expenses		\$ -	\$ -	\$ -
		(Total to Pg. S-3)	(Total to Pg. S-3)	(Total to Pg. S-3)

 Indicates formula cell.

Company Name \_\_\_\_\_

**SEWER OPERATION AND MAINTENANCE EXPENSES (Con't)**

Particulars (a)	Account No. (b)	Current Year (c)	Last Year (d)	Increase (Decrease) (e)
<u>Customer Accounts Expenses</u>				
Operation:				
Supervision	901			\$ -
Meter Reading Expenses & Flat Rate Inspections	902			\$ -
Customer Records and Collection Expenses	903			\$ -
Uncollectible Accounts	904			\$ -
Miscellaneous Customer Accounts Expenses	905			\$ -
Total Operation - Customer Accounts Expense		\$ -	\$ -	\$ -
<u>Customer Service Expenses</u>				
Operation:				
Customer Service and Information Expenses	907			\$ -
Total Operation - Customer Service Expense		\$ -	\$ -	\$ -
<u>Sales Promotion Expenses</u>				
Operation:				
Sales Promotion Expenses	910			\$ -
Revenues from Merchandising, Jobbing, & Contract Work	914			\$ -
Cost & Expenses of Merchandising, Jobbing & Contract Work	915			\$ -
Total Operation - Sales Promotion Expense		\$ -	\$ -	\$ -
<u>Administrative and General Expenses</u>				
Operation:				
Administration and General Salaries	920			\$ -
Office Supplies and Other Expenses	921			\$ -
Administrative Expenses Transferred (Credit)	922	\$ -		\$ -
Outside Services Employed	923	\$ -		\$ -
Property Insurance	924	\$ -		\$ -
Injuries and Damages	925	\$ -		\$ -
Employee Pensions and Benefits	926	\$ -		\$ -
Franchise Requirements	927			\$ -
Regulatory Commission Expenses	928	\$ -		\$ -
Duplicated Charges (Credit)	929			\$ -
Institutional or Goodwill Advertising Expenses	930.1			\$ -
Miscellaneous General Expenses	930.2	\$ -		\$ -
Research and Development Expenses	930.3			\$ -
Rents	931			\$ -
Total Operation - Administrative and General Expense		\$ -	\$ -	\$ -
Maintenance:				
Maintenance of General Plant	932			\$ -
Total Maintenance - Administrative and General Expense		\$ -	\$ -	\$ -
Total Administrative and General Expenses		\$ -	\$ -	\$ -
Subtotal - Sewer Operation Expenses		\$ -	\$ -	\$ -
Subtotal - Sewer Maintenance Expenses		\$ -	\$ -	\$ -
Subtotal - Sewer Operation Expenses (from Pg. S-2)		\$ -	\$ -	\$ -
Subtotal - Sewer Operation Expenses (from above)		\$ -	\$ -	\$ -
Total Sewer Operation Expenses		\$ -	\$ -	\$ -
		(Total to Pg. F-13)		
Subtotal - Sewer Maintenance Expenses (from Pg. S-2)		\$ -	\$ -	\$ -
Subtotal - Sewer Maintenance Expenses (from above)		\$ -	\$ -	\$ -
Total Sewer Maintenance Expenses		\$ -	\$ -	\$ -
		(Total to Pg. F-13)		

Indicates link to another worksheet within workbook.

Indicates formula cell.

**DETAIL OF CERTAIN GENERAL EXPENSE ACCOUNTS**

Report data requested for accounts as indicated. Report total amount paid as well as amount applicable to sewer utility operation.

Description of Item (a)	Total Amount Paid (b)	Amount Applicable to Sewer Utility Ops (c)
<p><b>Acct. 923, Outside Services Employed</b> - State total cost, nature of service and name of each person who was paid for services includible in this amount, \$5,000 or more.</p>     <p>Total</p>	\$ -	\$ - (Total to Pg. S-3)
<p><b>Acct. 924, Property Insurance</b> - List hereunder major classes of expenses and also state extent to which utility is self-insured against insurable risks to its property:            Premiums for Insurance            Dividends Received from Insurance Companies (Credit)            Amounts Credited to Acct. 261, Property Insurance Reserve            Other Expenses (list major classes):</p>     <p>Total</p>	\$ -	\$ - (Total to Pg. S-3)
<p><b>Acct. 925, Injuries and Damages</b> - List hereunder major classes of expense, also state extent to which utility is self-insured against risks of injuries and damages to employees or others:            Premiums for Insurance            Dividends Received from Insurance Companies (Credit)            Amounts Credited to Acct. 262, Injuries and Damages Reserves            Expenses of Investigating and Adjusting Claims            Cost of Safety and Accident-Prevention Activities            Other Expenses (list major classes):</p>     <p>Total</p>	\$ -	\$ - (Total to Pg. S-3)
<p><b>Acct. 926, Employee Pensions and Benefits</b> - Report total amount for utility hereunder and show credit for amounts transferred to construction or other accounts, leaving the net balance in Acct. 926.            Pension Accruals or Payments to Pension Funds            Pension Payments under Unfunded Basis            Employees' Benefits (i.e., life, health, accident and hospital insurance, etc.)            Expense of Educational and Recreational Activities for Employees            Other Expenses (list major items):</p>           <p>Total</p>	\$ -	\$ - (Total to Pg. S-3)
<b>Total General Expenses</b>	\$ -	\$ -

Indicates formula cell.

Company Name \_\_\_\_\_

**DETAIL OF CERTAIN GENERAL EXPENSE ACCOUNTS (CON'T)**

**Acct. 928, Regulatory Commission Expense:**

1. Give the particulars called for below concerning all expenses incurred during the year in connection with formal cases before regulatory commissions, or other regulatory bodies, or cases in which such a body was a party.
2. Include in description of the case, the name of the regulatory body and case or docket number.
3. Include as expenses charged off during the year reported in Column (g) the amount of any deferred regulatory commission expenses amortized for the year.

Description of Case (a)	Expenses Incurred During Year			Transferred to Miscellaneous Deferred Debits (Acct. 186) (e)	Charged Off During Year	
	Assessed By Regulatory Commission (b)	Expenses of Utility (c)	Total (d)		Acct. No. (f)	Amount (g)
Total Regulatory Commission Expense (Acct. 928)	\$ -	\$ -	\$ - (Total to Pg. S-3)	\$ -		\$ -

Amortization of Deferred Regulatory Commission Expenses for previous year: \_\_\_\_\_

Total charged off during the year: \_\_\_\_\_

(a)	Total (b)
<b>Acct. 930.2, Miscellaneous General Expenses:</b> Industry Association Dues Other Experimental & General Research Expenses Expense of corporate organization & of servicing outstanding securities of utility National institutional advertising expenses Local institutional advertising expenses Directors' fees and expenses Other Expenses (list major items)	
Total Miscellaneous General Expenses (Acct. 930.2)	\$ - (Total to Pg. S-3)
<b>Acct. 922, Administrative Expenses Transferred (Credit).</b> Please explain basis of computation of credit in space provided below.	
Total Administrative Expenses Transferred (Credit) (Acct. 922)	\$ - (Total to Pg. S-3)
Explanation	

Indicates formula cell.

Company Name \_\_\_\_\_

**SEWER UTILITY PLANT IN SERVICE**

Accounts (a)	Acct. No. (b)	Balance at Beginning of Year (c)	Additions During Year (d)	Retirements During Year (e)	Adjustments Increase (Decrease) (f)	Balance at End of Year (g)
<i>Intangible Plant</i>						
Organization	301					\$ -
Franchises and Consents	302					\$ -
Miscellaneous Intangible Plant	303					\$ -
Total Intangible Plant		\$ -	\$ -	\$ -	\$ -	\$ -
<i>Collection Plant</i>						
Land and Land Rights	350					\$ -
Structures and Improvements	351					\$ -
Collection Sewers	352					\$ -
Collection Sewers - Force	352.1					\$ -
Collection Sewers - Gravity	352.2					\$ -
Special Collecting Structures	352.3					\$ -
Services to Customers	353					\$ -
Flow Measuring Devices	354					\$ -
Flow Measuring Installations	355					\$ -
Other Collection Plant Facilities	356					\$ -
Total Collection Plant		\$ -	\$ -	\$ -	\$ -	\$ -
<i>Pumping Plant</i>						
Land and Land Rights	360					\$ -
Structures and Improvements	361					\$ -
Receiving Wells	362					\$ -
Electric Pumping Equipment	363					\$ -
Diesel Pumping Equipment	364					\$ -
Other Pumping Equipment	365					\$ -
Total Pumping Plant		\$ -	\$ -	\$ -	\$ -	\$ -
<i>Treatment and Disposal Plant</i>						
Land and Land Rights	370					\$ -
Oxidation Lagoon Land and Land Rights	370.1					\$ -
Other Land and Land Rights	370.2					\$ -
Structures and Improvements	371					\$ -
Treatment and Disposal Equipment	372					\$ -
Plant Sewers	373					\$ -
Outfall Sewer Line	374					\$ -
Other Treatment and Disposal Plant Equipment	375					\$ -
Total Treatment and Disposal Plant		\$ -	\$ -	\$ -	\$ -	\$ -
<i>General Plant</i>						
Land and Land Rights	389					\$ -
Structures and Improvements	390					\$ -
Office Furniture and Equipment	391					\$ -
Transportation Equipment	392					\$ -
Stores Equipment	393					\$ -
Tools, Shop and Garage Equipment	394					\$ -
Laboratory Equipment	395					\$ -
Power Operated Equipment	396					\$ -
Communication Equipment	397					\$ -
Other Tangible Property	399					\$ -
Total General Plant		\$ -	\$ -	\$ -	\$ -	\$ -
Total Sewer Utility Plant in Service		\$ -	\$ -	\$ -	\$ -	\$ -
		(Total to Pg. F-16)				(Total to Pg. F-16)

NOTE: All entries should be supported by records that identify the property being added or retired, its location, and its original cost in as much detail as reasonably possible. Report in Column (f) entries reclassifying property from one account to another. Corrections of entries of the immediately preceding year should be recorded in Column (d) or Column (e) accordingly, as they are corrections of additions or retirements. Please explain any items in Columns (d), (e) and/or (f) in space provided below schedule. Use additional sheets if necessary.

Explanation

Indicates formula cell.

**DEPRECIATION RESERVE (i.e., Accumulated Depreciation) - SEWER UTILITY PLAN**

Report below the information called for concerning the Depreciation Reserve of the reporting utility at end of the year and changes during the year and explain in the space provided below any important adjustments made during the year. Show separately interest credits under a sinking fund or similar method of depreciation reserve accounting.

- DO NOT use composite rate when account rates have been prescribed by the Commission
- Are rates shown in Column (c) below authorized by the Commission Yes  No
- If the answer to Question No. 2 above is "yes", state whether the authorization was by Commission Order or letter
- State the date when authorized rates were made effective
- If subaccount rates are used, show computation below which was used to arrive at account rate shown in the table below:

Computation is as follows:

Description or Classification of Property (a)	Acct. No. (b)	Annual Depreciation Rate (c)	Balance at Beginning of Year (d)	Addition to Reserve		Retirement of Property				Other Changes (k)	Balance at End of Year (l)	(m)	Amount (n)
				Annual Depreciation Provision (e)	Other Credits (f)	Book Cost of Property (g)	Cost of Removal (h)	Salvage Credit (i)	Net Retirement (j)				
<i>Collection Plant</i>													
Structures and Improvements	351											Total Depreciation Expense = Columns (e) and (f):	\$ -
Collection Sewers	352											LESS: Amounts Charged to Clearing Accounts:	
Collection Sewers - Force	352.1											PLUS: Allocation of Department on Common Plant:	
Collection Sewers - Gravity	352.2												
Special Collection Structures	352.3												
Services to Customers	353												
Flow Measuring Devices	354												
Flow Measuring Installations	355												
Other Collection Plant Facilities	356												
Total Collection Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Sewer Utility Depreciation Expense:	\$ -
(Total to Pg. F-13)													
<i>Pumping Plant</i>													
Structures and Improvements	361											Total Depreciation Reserve = Column (k):	\$ -
Receiving Wells	362											PLUS: Allocation of Reserve on Common Plant:	
Electric Pumping Equipment	363												
Diesel Pumping Equipment	364												
Other Pumping Equipment	365												
Total Pumping Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Depreciation Reserve Sewer Utility:	\$ -
(Total to Pg. F-13)													
<i>Treatment and Disposal Plant</i>													
Structures and Improvements	371											Explanation of Items in Column (k):	
Treatment and Disposal Equipment	372												
Plant Sewers	373												
Outfall Sewer Lines	374												
Other Treatment and Disposal Plant Equipment	375												
Total Treatment and Disposal Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<i>General Plant</i>													
Structures and Improvements	390												
Office Furniture and Equipment	391												
Transportation Equipment	392												
Stores Equipment	393												
Tools, Shop and Garage Equipment	394												
Laboratory Equipment	395												
Power Operated Equipment	396												
Communication Equipment	397												
Other Tangible Property	399												
Total General Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Sewer Utility Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
			(Total to Pg. F-16)								(Total to Pg. F-16)		

Company Name

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

**GENERAL INFORMATION**  
**SEWER PLANT**  
(Please complete one page per each sewer plant)

Brief general description of sewage treatment:

Method of treatment:

Brief general description of disposal system:

Method of disposal:

Area served by sewage system:

Date of construction of original plant:

Population for which plant designed:

Plant capacity in gallons per day:

Average daily discharge of sewage during the year (measured in gallons):

Maximum daily discharge of sewage during the year (measured in gallons):

Important extensions of system, giving location, new territory covered and dates of beginning operation:

Other important changes, including new plant and equipment built or installed:

Is effluent disinfected?

Yes \_\_\_\_\_

No \_\_\_\_\_

Seasonal \_\_\_\_\_

Agent used (i.e., liquid or tablet chlorine, uv, etc.):

How frequently is an effluent analysis reported to a government entity(s)?

Were any reporting periods missed?

Yes \_\_\_\_\_

No \_\_\_\_\_

How many times did effluent exceed limits?

Please explain:

What is efficiency of sewer plant?

**SEWER INFORMATION**  
**PUMPING EQUIPMENT, SERVICE CONNECTIONS, COLLECTING, INTERCEPTOR, FORCE MAINS AND MANHOLES**

Company Name \_\_\_\_\_

Pumping Equipment (a)	Unit			
	(b)	(c)	(d)	(e)
Location or Station Make or Type and Nameplate Data of Pump(s)  Year Installed Rate Capacity (gpm) Size How Driven?				
Give nameplate data of motor:				
What preventative maintenance is given pumping equipment?				
Are manufacturer's instructions adhered to?	Yes <input type="checkbox"/>		No <input type="checkbox"/>	
What, if any, repairs were accomplished on pumping equipment during the year?				

Service Connections									
Size (inches)									
Type (CI, VCP, etc.)									
Total Active Service Connections (by size):									
No. at Beginning of Year									
No. Added During the Year									
No. Retired During the Year									
No. at End of Year									
Give full particulars concerning inactive connections:									

Collecting, Interceptor and Force Mains									
(a)	Collecting Mains			Interceptor Mains			Force Mains		
	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Size (inches)									
Type of Main (CI, VCP, etc.)									
Length of Pipe (round to nearest foot)									
Beginning of Year									
Added During the Year									
Retired During the Year									
End of the Year									
<u>Manholes</u>									
Size									
Construction Material									
Number									
Beginning of the Year									
Added During the Year									
Retired During the Year									
End of the Year									

For the calendar year of January 1 - December 31, \_\_\_\_\_



## **"W" SECTION**

**WATER OPERATING REVENUES**

Company Name

Particulars (a)	Acct. No. (b)	Current Year			Last Year			Increase (Decrease) (i)
		Average No. of Customers (c)	Gallons of Water Sold (d)	Amounts (e)	Average No. of Customers (f)	Gallons of Water Sold (g)	Amounts (h)	
<u>Operating Revenues</u>								
Unmetered Sales to General Customers:								
Unmetered Sales to Residential Customers	460.1							\$ -
Unmetered Sales to Commercial Customers	460.2							\$ -
Unmetered Sales to Industrial Customers	460.3							\$ -
Unmetered Sales to Public Authorities	460.4							\$ -
Total Unmetered Sales to General Customers	460	-	-	\$ -	-	-	\$ -	\$ -
Metered Sales to General Customers:								
Metered Sales to Residential Customers	461.1							\$ -
Metered Sales to Commercial Customers	461.2							\$ -
Metered Sales to Industrial Customers	461.3							\$ -
Metered Sales to Public Authorities	461.4							\$ -
Total Metered Sales to General Customers	461	-	-	\$ -	-	-	\$ -	\$ -
Private Fire Protection Service	462	-	-	\$ -				\$ -
Public Fire Protection Service	463	-	-	\$ -				\$ -
Other Sales to Public Authorities	464							\$ -
Sales to Irrigation Customers	465							\$ -
Sales for Resale	466		-	\$ -				\$ -
Interdepartmental Sales	467		-	\$ -				\$ -
Total Sales of Water		-	-	\$ -	-	-	\$ -	\$ -
<u>Other Operating Revenues</u>								
Forfeited Discounts	470							\$ -
Miscellaneous Service Revenues	471							\$ -
Rents from Water Property	472			\$ -				\$ -
Interdepartmental Rents	473							\$ -
Other Water Revenues	474							\$ -
Total Other Operating Revenues		-	-	\$ -	-	-	\$ -	\$ -
Total Water Operating Revenues		-	-	\$ -	-	-	\$ -	\$ -
				(Total to Pg. F-13)				

Comment(s)

For the calendar year of January 1 - December 31

Indicates link to another worksheet within workbook.  
 Indicates formula cell.



**SALES FOR RESALE (ACCOUNT 466)**

1. Report below the information specified concerning water sold during the year to other water utilities or to public authorities for distribution to ultimate consumers. For unmeasured sales, report the best estimates available.  
 2. The quantities reported should be those shown by the bill rendered to the purchasers.

	Name of Other Water Utility (a)	Associated Utilities (b)	Non-Associated Utilities (c)	Municipalities (d)	Sales Within State Boundaries (e)	Export Across State Lines (f)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						

Company Name

	Name of Other Water Utility (a)	Point of Delivery (g)	Pressure at Point of Delivery (h)	Gallons Sold (000 Omitted) (i)	Revenue (j)	Revenue Per M. Gallons (k)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
	Total			-	\$ -	
				(Total to Pg. W-1)	(Total to Pg. W-1)	

For the calendar year of January 1 - December 31 \_\_\_\_\_

Indicates formula cell.

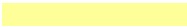
**INTERDEPARTMENTAL SALES (ACCOUNT 467)**

Name of Other Department (a)	Basis of Charge to Other Department (b)	Point of Delivery (c)	Gallons (000 Omitted) (d)	Revenue (e)	Revenue Per M. Gallon (in Cents) (f)
Total Interdepartmental Sales (Acct. 467)			-	\$ -	\$ -
			<small>(Total to Pg. W-1)</small>	<small>(Total to Pg. W-1)</small>	

**RENTS FROM WATER PROPERTIES (ACCOUNT 472)**

1. Report below rents received during the year for use by others of property devoted to water operations by the utility.
2. Minor rents may be entered at the total amount for each class of such rents.
3. If rents are includible which were arrived at under an arrangement for apportioning expenses of a joint facility, whereby the amount included in this account represents profit or return on property, depreciation, and taxes, give particulars and the basis of apportionment of such charges to this account.
4. Designate if lessee is an associated company by placing an "X" in Column (b).

Name of Lessee (a)	Assoc. Co. (b)	Description of Property (c)	Amount of Revenue for Year (d)
Total Rents from Water Property (Acct. 472)			\$ -
			<small>(Total to Pg. W-1)</small>

 Indicates formula cell.

Company Name \_\_\_\_\_

**WATER OPERATION AND MAINTENANCE EXPENSES**

Particulars (a)	Acct. No. (b)	Current Year (c)	Last Year (d)	Increase (Decrease) (e)
<u>Source of Supply Expenses</u>				
Operation:				
Operation Supervision and Engineering	600			\$ -
Operation Labor and Expenses	601			\$ -
Purchased Water	602	\$ -		\$ -
Miscellaneous Expenses	603			\$ -
Rents	604			\$ -
Total Source of Supply - Operation Expenses		\$ -	\$ -	\$ -
Maintenance:				
Maintenance Supervision and Engineering	610			\$ -
Maintenance of Structures and Improvements	611			\$ -
Maintenance of Collecting and Impounding Reservoirs	612			\$ -
Maintenance of Lake, River and Other Intakes	613			\$ -
Maintenance of Wells and Springs	614			\$ -
Maintenance of Infiltration Galleries and Tunnels	615			\$ -
Maintenance of Supply Mains	616			\$ -
Maintenance of Miscellaneous Water Source Plant	617			\$ -
Total Source of Supply - Maintenance Expenses		\$ -	\$ -	\$ -
Total Source of Supply Expenses		\$ -	\$ -	\$ -
<u>Pumping Expenses</u>				
Operation:				
Operation Supervision and Engineering	620			\$ -
Fuel for Power Production	621			\$ -
Power Production Labor and Expenses	622			\$ -
Fuel or Power Purchased for Pumping	623			\$ -
Pumping Labor and Expenses	624			\$ -
Expenses Transferred (Credit)	625			\$ -
Miscellaneous Expenses	626			\$ -
Rents	627			\$ -
Total Pumping - Operation Expenses		\$ -	\$ -	\$ -
Maintenance:				
Maintenance Supervision and Engineering	630			\$ -
Maintenance of Structures and Improvements	631			\$ -
Maintenance of Power Production Equipment	632			\$ -
Maintenance of Pumping Equipment	633			\$ -
Total Pumping - Maintenance Expenses		\$ -	\$ -	\$ -
Total Pumping Expenses		\$ -	\$ -	\$ -
<u>Water Treatment Expenses</u>				
Operation:				
Operation Supervision and Engineering	640			\$ -
Chemicals	641			\$ -
Operation Labor and Expenses	642			\$ -
Miscellaneous Expenses	643			\$ -
Rents	644			\$ -
Total Water Treatment - Operation Expenses		\$ -	\$ -	\$ -
Maintenance:				
Maintenance Supervision and Engineering	650			\$ -
Maintenance of Structures and Improvements	651			\$ -
Maintenance of Water Treatment Equipment	652			\$ -
Total Water Treatment - Maintenance Expenses		\$ -	\$ -	\$ -
Total Water Treatment Expenses		\$ -	\$ -	\$ -
Subtotal Water Operation Expenses		\$ -	\$ -	\$ -
		(Total to Pg. W-6)	(Total to Pg. W-6)	(Total to Pg. W-6)
Subtotal Water Maintenance Expenses		\$ -	\$ -	\$ -
		(Total to Pg. W-6)	(Total to Pg. W-6)	(Total to Pg. W-6)

Indicates link to another worksheet within workbook

Indicates formula cell.

Company Name \_\_\_\_\_

**WATER OPERATION AND MAINTENANCE EXPENSES (Con't)**

Particulars (a)	Acct. No. (b)	Current Year (c)	Last Year (d)	Increase (Decrease) (e)
<u>Transmission and Distribution Expenses</u>				
Operation:				
Operation Supervision and Engineering	660			\$ -
Storage Facilities Expenses	661			\$ -
Transmission and Distribution Lines Expenses	662			\$ -
Meter Expenses	663			\$ -
Customer Installations Expenses	664			\$ -
Miscellaneous Expenses	665			\$ -
Rents	666			\$ -
Total Transmission and Distribution - Operation Expenses		\$ -	\$ -	\$ -
Maintenance:				
Maintenance Supervision and Engineering	670			\$ -
Maintenance of Structures and Improvements	671			\$ -
Maintenance of Distribution Reservoirs and Standpipes	672			\$ -
Maintenance of transmission and Distribution Mains	673			\$ -
Maintenance of Fire Mains	674			\$ -
Maintenance of Services	675			\$ -
Maintenance of Meters	676			\$ -
Maintenance of Hydrants	677			\$ -
Maintenance of Miscellaneous Plant	678			\$ -
Total Transmission and Distribution - Maintenance Expenses		\$ -	\$ -	\$ -
Total Transmission and Distribution Expenses		\$ -	\$ -	\$ -
<u>Customer Accounts Expenses</u>				
Operation:				
Supervision	901			\$ -
Meter Reading Expenses	902			\$ -
Customer Records and Collection Expenses	903			\$ -
Uncollectible Accounts	904			\$ -
Miscellaneous Customer Accounts Expenses	905			\$ -
Total Customer Accounts - Operation Expenses		\$ -	\$ -	\$ -
<u>Customer Service &amp; Information Expenses</u>				
Operation:				
Customer Service & Information Expenses	907			\$ -
Total Customer Service & Information - Operation Expenses		\$ -	\$ -	\$ -
<u>Sales Promotion Expenses</u>				
Operation:				
Sales Promotion Expenses	910			\$ -
Total Sales Promotion - Operation Expenses		\$ -	\$ -	\$ -
<u>Administrative and General Expenses</u>				
Operation:				
Administrative and General Salaries	920			\$ -
Office Supplies and Other Expenses	921			\$ -
Administrative Expenses Transferred (Credit)	922	\$ -	\$ -	\$ -
Outside Services Employed	923	\$ -	\$ -	\$ -
Property Insurance	924	\$ -	\$ -	\$ -
Injuries and Damages	925	\$ -	\$ -	\$ -
Employee Pensions and Benefits	926	\$ -	\$ -	\$ -
Franchise Requirements	927	\$ -	\$ -	\$ -
Regulatory Commission Expenses	928	\$ -	\$ -	\$ -
Duplicate Charges (Credit)	929	\$ -	\$ -	\$ -
Institutional or Goodwill Advertising Expenses	930.1	\$ -	\$ -	\$ -
Miscellaneous General Expenses	930.2	\$ -	\$ -	\$ -
Research and Development Expenses	930.3	\$ -	\$ -	\$ -
Rents	931	\$ -	\$ -	\$ -
Total Administrative and General - Operation Expenses		\$ -	\$ -	\$ -
Maintenance:				
Maintenance of General Plant	932			\$ -
Total Administrative and General - Maintenance Expenses		\$ -	\$ -	\$ -
Total Administrative and General Expenses		\$ -	\$ -	\$ -
Subtotal Water Operation Expenses		\$ -	\$ -	\$ -
Subtotal Water Maintenance Expenses		\$ -	\$ -	\$ -
Subtotal - Water Operation Expenses (from Pg. W-5)		\$ -	\$ -	\$ -
Subtotal - Water Operation Expenses (from above)		\$ -	\$ -	\$ -
Total Water Operation Expenses		\$ -	\$ -	\$ -
		(Total to Pg. F-13)		
Subtotal - Water Maintenance Expenses (from Pg. W-5)		\$ -	\$ -	\$ -
Subtotal - Water Maintenance Expenses (from above)		\$ -	\$ -	\$ -
Total Water Maintenance Expenses		\$ -	\$ -	\$ -
		(Total to Pg. F-13)		

Indicates link to another worksheet within workbook.

Indicates formula cell.

**WATER PURCHASED FOR RESALE (ACCOUNT 602)**

1. Report below the information called for concerning water purchased during the year.
2. The quantities reported should be those shown by the bills rendered by the vendor.
3. Provision is made in this schedule for designating water purchases according to certain statistical classifications by placing an "X(s)" in the appropriate Columns (b) to (j). Each purchase will appear in more than one classification.

Company Name \_\_\_\_\_

Name of Vendor (a)	Associated Utilities (b)	Associated Non-Utilities (c)	Non-Associated Utilities (d)	Purchases Within State Boundaries (e)	Imports Across State Lines (f)	Point of Receipt (g)	Pressure at Point of Delivery (h)	Gallons Purchased (000 Omitted) (i)	Cost of Water Purchased (j)	Cost Per M. Gallons (k)
								-	\$ -	
Total								(Total to Pg. W-5)		

For the calendar year of January 1 - December 31, \_\_\_\_\_

Indicates formula cell.



Company Name \_\_\_\_\_

**DETAIL OF CERTAIN GENERAL EXPENSE ACCOUNTS**

Report data requested for accounts as indicated. For Account 923, report total amount paid as well as amount applicable to water utility operation.

Description of Item (a)	Total Amount Paid (b)	Amount Applicable to Water Utility Ops (c)
<p><b>Acct. 923, Outside Services Employed</b> - State total cost, nature of service and name of each person who was paid for services includible in this account, \$5,000 or more:</p>		
<p>Total Outside Services Employed (Acct. 923)</p>	<p>\$ -</p>	<p>\$ -</p>
<p><b>Acct. 924, Property Insurance</b> - List hereunder major classes of expenses and also state extent to which utility is self-insured against insurable risks to its property:                      Premiums for Insurance                      Dividends Received from Insurance Companies (Credit)                      Amounts Credited to Acct. 261, Property Insurance Reserve                      Other Expenses (list major classes)</p>		<p>(Total to Pg. W-6)</p>
<p>Total Property Insurance (Acct. 924)</p>	<p>\$ -</p>	<p>\$ -</p>
<p><b>Acct. 925, Injuries and Damages</b> - List hereunder major classes of expense. Also, state extent to which utility is self-insured against risks or injuries and damages to employees or others:                      Premiums for Insurance                      Dividend Received from Insurance Companies (Credit)                      Amounts Credited to Acct. 262, Injuries and Damages Reserve                      Expenses of Investigating and Adjusting Claims                      Costs of Safety and Accident-Prevention Activities                      Other Expenses (list major classes)</p>		<p>(Total to Pg. W-6)</p>
<p>Total Injuries and Damages (Acct. 925)</p>	<p>\$ -</p>	<p>\$ -</p>
<p>Total General Expenses</p>	<p>\$ -</p>	<p>\$ -</p>

Indicates formula cell.

**DETAIL OF CERTAIN GENERAL EXPENSE ACCOUNTS (CON'T)**

Description of Item (a)	Total Amount Paid (b)	Amount Applicable to Water Utility Ops (c)
<b>Acct. 926, Employee Pensions and Benefits-</b> Report total amount for utility hereunder and show credit for amounts transferred to construction or other accounts leaving the net balance in Acct. 926: Pension Accruals or Payments to Pension Funds Pension Payments Under Unfunded Basis Employees' Benefits (life, health, accident and hospital insurance, etc.) Expense of Educational and Recreational Activities for Employees Other Expenses (list major items)		
Total Employee Pensions and Benefits (Acct. 926)	\$ -	\$ -
	(Total to Pg. W-6)	

**Acct. 928, Regulatory Commission Expense:**

1. Give the particulars called for below concerning all expenses incurred during the year in connection with formal cases before regulatory commissions, or other regulatory bodies, or cases in which such a body was a party.
2. Include in description the case, the name of the regulatory body and case or docket number.
3. Include as expenses charged off during the year reported in Column (g) the amount of any deferred regulatory commission expenses amortized for the year.

Description of Case (a)	Expenses Incurred During Year			Transferred to Miscellaneous Deferred Debits (Acct. 186) (e)	Charged Off During Year	
	Assessed By Regulatory Commission (b)	Expenses of Utility (c)	Total (d)		Acct. No. (f)	Amount (g)
Total Regulatory Commission Expense (Acct. 928)	\$ -	\$ -	\$ -	\$ -		\$ -
	(Total to Pg. W-6)					

Amortization of Deferred Regulatory Commission Expenses for previous year: \_\_\_\_\_

Total charged off during the year: \_\_\_\_\_

(a)	Total (b)
<b>Acct. 930.2, Miscellaneous General Expenses:</b> Industry Association Dues Other Experimental & General Research Expenses Expense of corporate organization & of servicing outstanding securities of utility National institutional advertising expenses Local institutional advertising expenses Directors' fees and expenses Other Expenses (list major items)	
Total Misc. General Expenses (Acct. 930.2)	\$ -
	(Total to Pg. W-6)
<b>Acct. 922, Administrative Expenses Transferred (Credit).</b> Please explain basis of computation of credit in space provided below.	
Total Administrative Expenses Transferred (Credit) (Acct. 922)	\$ -
	(Total to Pg. W-6)

Explanation

Indicates formula cell.

Company Name \_\_\_\_\_

**WATER UTILITY PLANT IN SERVICE**

Account Description (a)	Acct. No. (b)	Balance at Beginning of Year (c)	Additions During the Year (d)	Retirements During the Year (e)	Balance at End of Year (f)
<i>Intangible Plant</i>					
Organization	301				\$ -
Franchise and Consents	302				\$ -
Miscellaneous Intangible Plant	303				\$ -
Total Intangible Plant		\$ -	\$ -	\$ -	\$ -
<i>Source of Supply Plant</i>					
Land and Land Rights	310				\$ -
Structures and Improvements	311				\$ -
Collecting and Impounding Reservoirs	312				\$ -
Lake, River, and Other Intakes	313				\$ -
Wells and Springs	314				\$ -
Infiltration Galleries and Tunnels	315				\$ -
Supply Mains	316				\$ -
Other Water Source Plant *	317				\$ -
Total Source of Supply Plant		\$ -	\$ -	\$ -	\$ -
<i>Pumping Plant</i>					
Land and Land Rights	320				\$ -
Structures and Improvements	321				\$ -
Boiler Plant Equipment	322				\$ -
Other Power Production Equipment *	323				\$ -
Steam Pumping Equipment	324				\$ -
Electric Pumping Equipment	325				\$ -
Diesel Pumping Equipment	326				\$ -
Hydraulic Pumping Equipment	327				\$ -
Other Pumping Equipment *	328				\$ -
Total Pumping Plant		\$ -	\$ -	\$ -	\$ -
<i>Water Treatment Plant</i>					
Land and Land Rights	330				\$ -
Structures and Improvements	331				\$ -
Water Treatment Equipment	332				\$ -
Total Water Treatment Plant		\$ -	\$ -	\$ -	\$ -
<i>Transmission and Distribution Plant</i>					
Land and Land Rights	340				\$ -
Structures and Improvements	341				\$ -
Distribution Reservoirs and Standpipes	342				\$ -
Transmission and Distribution Mains	343				\$ -
Fire Mains	344				\$ -
Services	345				\$ -
Meters	346				\$ -
Meter Installations	347				\$ -
Hydrants	348				\$ -
Other Transmission and Distribution Plant	349				\$ -
Total Transmission and Distribution Plant		\$ -	\$ -	\$ -	\$ -
<i>General Plant</i>					
Land and Land Rights	389				\$ -
Structures and Improvements	390				\$ -
Office Furniture and Equipment	391				\$ -
Transportation Equipment	392				\$ -
Stores Equipment	393				\$ -
Tools, Shop and Garage Equipment	394				\$ -
Laboratory Equipment	395				\$ -
Power-Operated Equipment	396				\$ -
Communication Equipment	397				\$ -
Miscellaneous Equipment	398				\$ -
Other Tangible Property *	399				\$ -
Total General Plant		\$ -	\$ -	\$ -	\$ -
Total Water Utility Plant In Service		\$ -	\$ -	\$ -	\$ -
		(Total to Pg. F-16)			(Total to Pg. F-16)

\* Please attach a detailed explanation for these items.

NOTE: All entries should be supported by records that identify the property being added or retired, its location, and its original cost in as much detail as reasonably possible. Report in Column (f) entries reclassifying property from one account to another. Corrections of entries of the immediately preceding year should be recorded in Column (d) or Column (e) accordingly, as they are corrections of additions or retirements. Please explain any items in Columns (d), (e) and/or (f) in space provided below schedule. Use additional sheets if necessary.

Explanation:

Indicates formula cell.

**DEPRECIATION RESERVE (i.e., Accumulated Depreciation) - WATER UTILITY PLANT**

Report below the information called for concerning the Depreciation Reserve of the reporting utility at end of the year and changes during the year and explain in the space provided below any important adjustments made during the year. Show separately interest credits under a sinking fund or similar method of depreciation reserve accounting.

- DO NOT use composite rate when account rates have been prescribed by the Commission.
- Are rates shown in Column (b) below authorized by the Commission? Yes  No
- If the answer to Question No. 2 above is "yes", state whether the authorization was by Commission Order or letter.
- State the date when authorized rates were made effective:
- If subaccount rates are used, show computation below which was used to arrive at account rate shown in the table below:

Computation is as follows:

Description or Classification of Property (a)	Acct. No. (b)	Annual Depreciation Rate (c)	Balance at Beginning of Year (d)	Addition to Reserve		Retirement of Property				Other Changes (k)	Balance at End of Year (l)	(m)	Amount (n)
				Annual Depreciation Provision (e)	Other Credits (f)	Book Cost of Property (g)	Cost of Removal (h)	Salvage Credit (i)	Net Retirement (j)				
<i>Source of Supply Plant</i>													
Structures and Improvements	311											Total Depreciation Expense = Columns (e) and (f):	\$ -
Collecting and Impounding Reservoirs	312											LESS: Amounts Charged to Clearing Accounts:	
Lake, River, and Other Intakes	313											PLUS: Allocation of Department on Common Plant:	
Wells and Springs	314												
Infiltration Galleries and Tunnels	315												
Supply Mains	316												
Other Water Source Plant	317												
Total Source of Supply Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Total Water Utility Depreciation Expense:	\$ -
<i>Pumping Plant</i>													
Structures and Improvements	321											Total Depreciation Reserve = Column (k):	\$ -
Boiler Plant Equipment	322											PLUS: Allocation of Reserve on Common Plant:	
Other Power Production Equipment	323											Total Depreciation Reserve Water Utility:	\$ -
Steam Pumping Equipment	324												
Electric Pumping Equipment	325												
Diesel Pumping Equipment	326												
Hydraulic Pumping Equipment	327												
Other Pumping Equipment	328												
Total Pumping Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Explanation of Items in Column (j):	
<i>Water Treatment Plant</i>													
Structures and Improvements	331												
Water Treatment Equipment	332												
Total Water Treatment Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<i>Transmission and Distribution Plant</i>													
Structures and Improvements	341												
Distribution Reservoirs and Standpipes	342												
Transmission and Distribution Mains	343												
Fire Mains	344												
Services	345												
Meters	346												
Meter Installations	347												
Hydrants	348												
Other Transmission and Distribution Plant	349												
Total Transmission and Distribution Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<i>General Plant</i>													
Structures and Improvements	390												
Office Furniture and Equipment	391												
Transportation Equipment	392												
Stores Equipment	393												
Tools, Shop and Garage Equipment	394												
Laboratory Equipment	395												
Power-Operated Equipment	396												
Communication Equipment	397												
Miscellaneous Equipment	398												
Other Tangible Property	399												
Total General Plant			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Water Utility Plant In Service			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
			(Total to Pg. F-16)									(Total to Pg. F-16)	

Indicates formula cell.

Company Name

For the calendar year of January 1 - December 31, \_\_\_\_\_

Company Name \_\_\_\_\_

**RESERVOIRS, STANDPIPES, PRESSURE TANKS AND PURIFICATION SYSTEMS**

Particulars (a)	Unit 1 (b)	Unit 2 (c)	Unit 3 (c)	Unit 4 (d)	Unit 5 (e)	Unit 6 (f)
<p align="center"><u>Reservoirs</u></p> <p>Identification Number, Name or Description of Each                      Elevation of Relief                      Use (source of supply or clear water)                      Kind (earthen or masonry)                      Covered or Open                      Elevation Above Pumping Station                      Distance from Pumping Station                      Inside Dimensions                      Total Capacity in Gallons</p> <p align="center"><u>Standpipes or Elevated Tanks</u></p> <p>Identification Number, Name or Description of Each                      Material (steel, concrete, etc.)                      Height of Water Column                      Diameter of Tank                      Height of Tank                      Elevation of Inlet above Pumping Station                      Distance from Pumping Station                      Capacity in Gallons</p> <p align="center"><u>Pressure Tanks</u></p> <p>Identification Number, Name or Description of Each                      Material (steel, concrete, etc.)                      Length of Tank                      Diameter of Tank                      Capacity in Gallons</p> <p align="center"><u>Purification Systems</u></p> <p>Description of Pretreatment, if any                      Purpose of Plant - filter, soften, etc.                      Type of Aerators                      Sedimentation                          Dimension of Each Settling Basin                          Kind of Coagulant                          Pounds per Million Gallons                      Sand Filtration - Slow or Rapid                          Number of Beds                          Open or Covered                          Surface Dimensions                          Capacity of Beds - Gallons per Day                      Mixing Units - Type                          Dimensions                      Flocculators - Type                          Dimensions                      Sterilization - Is Water Sterilized                          Agent Used (liquid, chlorine, etc.)                          Chlorinating Equipment                              Manufacturer                              Type                          Point of Application                          Pounds per Million Gallons                      Pressure Filters                          Type of Each                          Capacity of Each                      Hardness of Water Treated                      Corrosion Control - Chemical Agent                          Pounds per Million Gallons                          Type of Feeders (dry or slurry)                      Total H.P. of All Motors Used in Plant                      Frequency of Water Analysis</p>						

**SOURCES OF WATER SUPPLY**

Show all data separately for each source of supply.

Company Name

A. Surface Water						
Description and Location of Source (Give Names) (a)	Identification Number (b)	Capacity (c)	Distance of Intake From Shore (d)	Depth of Intake Port Below Surface of Water (e)	Kind of Conduit (f)	Length and Size of Conduit (g)
Impounding Reservoirs:						
Lakes:						
Streams:						

B. Ground Water								
Description and Location of Source (a)	Identification Number (b)	Static Water Level Feet (c)	Draw Down Feet (d)	Pump Setting Feet (e)	Depth Feet (f)	Diameter Feet (g)	Yield in Gallons Per Minute (h)	Pumping Method (direct suction, air-lift or deep-well pump) (i)
Wells:								
Springs:								
Infiltration Galleries or Collecting Wells:								

C. Purchased Water				
Description and Location of Source (Give Name) (a)	Name of Vendor (b)	Capacity of Source Gallons per Minute (c)	Cost Per M. Gallons (d)	Purchased During Year - Gallons (e)

For the calendar year of January 1 - December 31, \_\_\_\_\_

**FEET OF TRANSMISSION AND DISTRIBUTION MAINS**

Company Name \_\_\_\_\_

- 1. Explain any important items included in Column (h).
- 2. New mains are those laid primarily for the purpose of serving new customers; replacements are mains laid to serve customers already receiving water service, regardless of the size of mains replaced.

Kind of Pipe (case iron, galvanized, steel, concrete, asbestos, plastic, etc.) (a)	Diameter in Inches (b)	In Use at Beginning of Year (in feet) (c)	Added During the Year (in feet)			Retirements During the Year (in feet) (g)	Adjustments Debit (Credit) (in feet) (h)	In Use at End of Year (in feet) (i)
			New Mains (d)	Replacements (e)	Total (f)			
Transmission Mains:					-			-
					.			.
					.			.
					.			.
					.			.
					.			.
					.			.
					.			.
<b>Total Transmission Mains</b>		-	-	-	-	-	-	-
Distribution Mains:					-			-
					.			.
					.			.
					.			.
					.			.
					.			.
					.			.
					.			.
					.			.
<b>Total Distribution Mains</b>		-	-	-	-	-	-	-

SERVICES					
Size and Kind of Pipe (a)	Utility Owned Services In Use				Services In Use at End of Year not Included in Plant Accts. (f)
	Beginning of Year (b)	Added During the Year (c)	Removed or Disconnected During the Year (d)	End of Year (e)	
				-	
				.	
				.	
				.	
				.	
				.	
				.	
				.	
				.	
<b>Total</b>	-	-	-	-	-

For the calendar year of January 1 - December 31, \_\_\_\_\_

Indicates formula cell.

**METERS**

Use (a)	Size (b)	Number of Utility Owned Meters				Number of Meters Owned by Customers in Use at End of Year (g)
		Beginning of Year (c)	Added During the Year (d)	Removed or Disconnected During the Year (e)	End of the Year (f)	
In Residential Use:					-	
					-	
					-	
<b>Total in Residential Use</b>		-	-	-	-	
In Commercial Use:					-	
					-	
					-	
<b>Total in Commercial Use</b>		-	-	-	-	
In Industrial Use:					-	
					-	
					-	
<b>Total in Industrial Use</b>		-	-	-	-	
In Public Use:					-	
					-	
<b>Total in Public Use</b>		-	-	-	-	
In Wholesale Use					-	
					-	
					-	
<b>Total in Wholesale Use</b>		-	-	-	-	
Changes in/out of stock					-	
<b>Total All Meters</b>		-	-	-	-	

**HYDRANTS**

Description (size of branch or valve opening, manufacturer type, number and size of nozzles, etc.) (a)	Number of Utility Owned Hydrants				No. of Customer Owned Hydrants in Service End of Year (f)
	No. in Service at Beginning of the Year (b)	Added During the Year (c)	Removed During the Year (d)	No. in Service at End of Year (e)	
Public Fire Protection:				-	
				-	
<b>Total Public Fire Protection</b>	-	-	-	-	
Private Fire Protection:				-	
				-	
<b>Total Private Fire Protection</b>	-	-	-	-	
<b>Total Hydrants Other than Fire:</b>				-	
<b>Total Hydrants</b>	-	-	-	-	

Indicates formula cell.



**POWER, PUMPING AND PURCHASED WATER STATISTICS**

Particulars (a)	Purchased Water (b)	Electric Power (c)	Total All Methods (e)
Gallons Station Pumping into Distribution Main:			
January			\$ -
February			\$ -
March			\$ -
April			\$ -
May			\$ -
June			\$ -
July			\$ -
August			\$ -
September			\$ -
October			\$ -
November			\$ -
December			\$ -
<b>Total for Year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Maximum gallons pumped by all methods in any one day:	<input type="text"/>	Date <input type="text"/>	
Minimum gallons pumped by all methods in any one day	<input type="text"/>	Date <input type="text"/>	
Total gallons of water passed through customers' meters during year:	<input type="text"/>		
Total gallons of first stage pumping (estimated if not metered)*:	<input type="text"/>		
Type of power used for first stage pumping:	<input type="text"/>		
Utility supplying electricity for pumping:	<input type="text"/>		
Total amount paid for electric demand - kilowatts:	<input type="text"/>		
Total amount paid for electric energy-kilowatt hours:	<input type="text"/>		
Total amount paid for electricity for pumping during year:	<input type="text"/>		
Total amount of electricity used for pumping - kilowatt hours:	<input type="text"/>		
Measured or estimated gallons of water used in backwashing during year:	<input type="text"/>		
Measured or estimated gallons of water in blowing settling basin:	<input type="text"/>		
Range of pressure on mains as measured at station: (ordinary)	<input type="text"/>		
Average static head against which pumps work: (in fact)	<input type="text"/>		
If water is purchased for resale, indicate the following:			
Vendor:	<input type="text"/>		
Point of Delivery:	<input type="text"/>		
If water is sold to other water utilities for redistribution, list names of such utilities below:	          		
<p>* First stage pumping applies only when water is pumped twice before entering distribution system and the term is defined as pumping from source of supply to suction well or reservoir from which water is pumped into distribution mains.</p>			

Indicates formula cell.

**PUMPING STATION EQUIPMENT**

Use separate columns for each pump and associated power equipment. Use additional sheets if necessary. For pumps, use only those lines applicable to the unit.

Particulars (a)	(b)	(c)	(d)	(e)
<p align="center"><i><u>Pumping Equipment</u></i></p> <p>Identification number or description of well or other source of supply to which pump is connected:</p> <p>Identification number, description, etc of each pump:</p> <p>Type (displacement, centrifugal, air life, turbine, etc.):</p> <p>Purpose of pump (low lift, distribution, etc.):</p> <p>Manufacturer:</p> <p>Rated Capacity (gallons per minute):</p> <p>Discharge Head (in feet):</p> <p>Revolutions or Strokes Per Minute:</p> <p>Number of Stages:</p> <p>Connection (belt, gear or direct, etc.):</p> <p>Number of Hours Operated During Year:</p> <p align="center"><i><u>Power Equipment</u></i></p> <p>Motive Power for Pump (steam, gas or oil engine, electric motor, or water turbine):                      Type                      Manufacturer                      Rated Horsepower</p> <p>Boiler Data:                      Identification Number or Description                      Manufacturer                      Type (water tube, tube vertical, tube horizontal)                      Rated Horsepower</p> <p>Electric Generators:                      Identification Number or Description                      Manufacturer                      Motive Power (steam, gas or oil, hydraulic)                      Connection (belt, gear or direct)                      Rated Capacity (in kilowatt-amperes)</p> <p>Air Compressors:                      Identification Number or Description                      Manufacturer                      Bore or Stroke                      Size or Air Discharge Head                      Submergence of Air Lift Head (in feet when not pumping)                      Estimated Average Draw-Down During Operation                      Pounds of Pressure Required to Blow Well                      Pounds of Pressure Required After Air Lift Begins Operating</p>				

Company Name

For the calendar year of January 1 - December 31, \_\_\_\_\_

**PUMPS**

Manufacturer and Type (i.e., High Service, Well, Standby, etc.)	Capacity	Date Installed	Date of Last Motor Replacement	Date of Last Pump Replacement
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

**WELLS**

	Number:	Number:	Number:	Number:
Description (i.e., Deep, Artisan, Spring, etc.)				
Year Constructed				
Type of Construction				
Type of Casing				
Depth and Diameter of Well				
Yield of Well in Gallons per day				
Chemicals (i.e., Provide Type, Cost and Quantities of Each):				
Type -				
Cost -				
Quantity -				

1  
2 Company Name: \_\_\_\_\_

For the calendar year of January 1 - December 31, \_\_\_\_\_

**VERIFICATION**

The foregoing report must be verified by the oath of the President, Treasurer, General Manager or Receiver of the company. The oath required may be taken before any person authorized to administer an oath (Notary Public) by the laws of the State in which the same is taken.

**OATH**

State Of \_\_\_\_\_ }  
County Of \_\_\_\_\_ } ss:

\_\_\_\_\_ makes oath and says that  
Name of Affiant (Company Official/Representative)

s/he is \_\_\_\_\_  
Official Title of the Affiant(Company Official/Representative)

of \_\_\_\_\_  
Exact Legal Title or Name of the Respondent(Certificated Company Name)

and is located at \_\_\_\_\_,  
Address and Telephone Number of the Affiant(Company Official/Representative)

that s/he has 1) examined the foregoing report; that to the best of his or her knowledge, information, and belief, all statements of fact contained in the said report are true and the said report is a correct statement of the business and affairs of the above-named respondent, and 2) examined (and updated as applicable) the Company's contact information in EFIS; to the best of his or her knowledge, information, and belief, all listed contacts are correct.

from \_\_\_\_\_ January 1 \_\_\_\_\_, \_\_\_\_\_, to and including \_\_\_\_\_ December 31 \_\_\_\_\_, \_\_\_\_\_  
Month/Day Year Month/Day Year

\_\_\_\_\_  
Signature of Affiant (Company Official/Representative)  
(If electronic signatures are used, you **must** use "/s/" before the name.)

Subscribed and sworn to before me, a Notary Public, in and for the State \_\_\_\_\_ and County above named,  
this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
My Commission expires: \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public  
(If electronic signatures are used, you **must** use "/s/" before the name.)

\_\_\_\_\_  
Notary Commission Number