

These file layouts will appear as stated if the file is saved in a CSV (comma delimited) file format. If you choose any other file format, the field layouts may vary depending on the Save As type selected.

**C FOR U ADJUSTMENT LEDGER**

Choices For You<sup>sm</sup> Suppliers may submit Adjustments through this ledger at any time. The Adjustment will immediately affect the customer's balance and will automatically be included on the customer's next bill.

|                    |  |
|--------------------|--|
| Adjustment ID      | Up to 10 numeric characters  |
| Submit Date        | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days. The time stamp equals the time that the user saved the Adjustment.  |
| Status             | <b>Pending</b> Adjustment submitted by supplier; not yet submitted for processing<br><b>Accepted</b> Adjustment processed successfully<br><b>Rejected</b> Adjustment Denied for one or more reasons<br><b>Submitted</b> Adjustment submitted for processing; time is After 5pm |
| Account No         | 9 – 13 numeric digits; no leading zeros  |
| Charge Code        | Up to 4 numeric digits; no leading zeros   |
| Charge Description | Up to 30 characters  |
| Amount             | -99999.99<br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.  |
| Contract ID        | 5 numeric digits; equals the Pool ID   |
| Marketer           | Marketer Name as it appears in PEGASys®  |

**C FOR U BILLING LEDGER**

Choices For You<sup>sm</sup> Suppliers may submit charges against these billing records through this ledger.

|                 |  |
|-----------------|--|
| Bill Type       | <b>Master or Detail</b>  |
| Bill ID         | 1-10 numeric digits  |
| Detail Bill ID  | 1-10 numeric digits  |
| Charge Due Date | <b>mm/dd/yy</b> The date will not include leading zeros for single numeric months or days  |
| Status          | <b>NEW</b> Can submit charges prior to 5pm on Charges Due Date<br><b>PENDING</b> Charges submitted prior to 5pm<br><b>ACCEPTED</b> Charges processed successfully<br><b>REJECTED</b> Charges not processed for one or more reasons<br><b>SUBMITTED</b> Charges submitted on time, but not yet processed<br><b>NONE</b> Charges cannot be submitted; bill was created on Charges Due Date |
| Account No      | 9 – 13 numeric digits; no leading zeros  |
| Bill From Date  | <b>mm/dd/yy</b> The date will not include leading zeros for single numeric months or days  |
| Bill To Date    | <b>mm/dd/yy</b> The date will not include leading zeros for single numeric months or days  |
| Therms          | <b>99999999.99</b><br>The trailing zeros will appear, however, no leading zeros.   |
| Reading Type    | <b>ESTIMATED</b> or <b>ACTUAL</b> or <b>DEDUCTED</b>   |
| Bill Messages   | <b>YES</b> or <b>&lt;null&gt;</b>  |
| Final Bill      | <b>YES</b> or <b>&lt;null&gt;</b><br>Yes indicates final bill with Supplier  |
| Contract ID     | 5 numeric digits; equals the Pool ID   |
| Marketer        | Marketer Name as it appears in PEGASys®  |

\*\* Cancelled Billing Activity will be displayed on the Billing Ledger as a separate Bill ID. The record will be identified with a Reading Type of DEDUCTED. The therms will be positive values..

\*\* Supplier can only apply charges and bill messages to a Master Bill Type (within the Charges Due Date window). The Detail Bill Types are posted for information purposes.

**C FOR U ACCEPTED BILLING REPORT**

This report returns all accepted charges and adjustments, which will be included on the customer's next bill.

|                    |  |
|--------------------|--|
| Bill ID            | Up to 10 numeric characters. This field contains the Bill ID or Adjustment ID.   |
| Process Date       | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.  |
| Account No         | 9 – 13 numeric digits; no leading zeros  |
| Bill From Date     | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days. This field only applies to accepted charges. |
| Bill To Date       | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days. This field only applies to accepted charges. |
| Therms             | <b>99999999.99</b><br>Trailing zeros will appear, however, no leading zeros. This field only applies to accepted charges.                  |
| Reading Type       | <b>ESTIMATED</b> or <b>ACTUAL</b> or <b>DEDUCT</b> .<br>This field only applies to accepted charges.                                       |
| Bill Messages      | <b>YES</b> or <b>&lt;null&gt;</b>  |
| Final Bill         | <b>YES</b> or <b>&lt;null&gt;</b><br>'Yes' indicates final bill with Supplier. This field only applies to accepted charges.                |
| Charge Type        | <b>CHARGE</b> or <b>ADJUSTMENT</b>   |
| Charge Code        | Up to 4 numeric digits; no leading zeros   |
| Charge Description | Up to 30 characters  |
| Amount             | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.                   |
| Marketer           | Marketer Name as it appears in PEGASys®  |
| Contract ID        | 5 numeric digits; equals the Pool ID   |

\*\*The Detail ID and Detail Consumption records from the C For U Billing Ledger will not be displayed on the C For U Accepted Billing Report.

**C FOR U REJECTED BILLING REPORT**

This report returns all charges and adjustments that were not accepted. If multiple charges were submitted for an account, all charges will be rejected if one is in error. If an individual adjustment is rejected other adjustments will not be affected for that account. Detail ID and Consumption records will not be displayed in this report.

|                    |  |
|--------------------|--|
| Bill ID            | Up to 10 numeric characters. This field contains the Bill ID or Adjustment ID.   |
| Process Date       | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.  |
| Account No         | 9 – 13 numeric digits; no leading zeros  |
| Bill From Date     | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days. This field only applies to rejected charges. |
| Bill To Date       | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days. This field only applies to rejected charges. |
| Therms             | <b>99999999.99</b><br>Trailing zeros will appear, however, no leading zeros. This field only applies to rejected charges.                  |
| Reading Type       | <b>ESTIMATED</b> or <b>ACTUAL</b> or <b>DEDUCTED</b> .<br>This field only applies to rejected charges.                                     |
| Bill Messages      | <b>YES</b> or <b>&lt;null&gt;</b>  |
| Final Bill         | <b>YES</b> or <b>&lt;null&gt;</b><br>'Yes' indicates final bill with Supplier. This field only applies to rejected charges.                |
| Charge Type        | <b>CHARGE</b> or <b>ADJUSTMENT</b>   |
| Charge Code        | Up to 4 numeric digits; no leading zeros   |
| Charge Description | Up to 30 characters  |
| Amount             | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.                   |
| Reason ID          | 5 numeric digits   |
| Description        | Up to 60 characters  |
| Marketer           | Marketer Name as it appears in PEGASys®  |
| Contract ID        | 5 numeric digits; equals the Pool ID   |

**C FOR U PAYMENT PLAN REPORT**

This report displays all accounts within a Supplier's pool on a payment plan.

|                  |  |
|------------------|--|
| Account No       | 9 – 13 numeric digits; no leading zeros  |
| Activity Date    | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days |
| Remaining Months | 1 –2 numeric digits  |
| Setup Date       | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days |
| End Date         | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days |
| Plan type        | 11 – 13 alpha characters   |
| Status           | <b>Active, Complete, Cancelled, or Dropped</b>   |
| Marketer         | Marketer Name as it appears on PEGASys®  |
| Contract ID      | 5 numeric digits; equals the Pool ID   |

**C FOR U ACCOUNT RECEIVABLES**

Displayed only at current date (no date range or prior date); can view all accounts or a specific account. The Charges and Adjustments can be displayed on separate lines or “rolled-up” so that only the total balances for each “bill (current through 5<sup>th</sup> previous) will be displayed at the account level.

|                                    |   |
|------------------------------------|---|
| Contract ID                        | 5 numeric digits; equals the Pool ID  |
| Account No                         | 9 – 13 numeric digits; no leading zeros   |
| Last Activity Date                 | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                               |
| Account Balance                    | <b>-99999999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros. |
| Current Bill                       | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.    |
| Current Bill Date                  | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                               |
| 1 <sup>st</sup> Previous Bill      | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.    |
| 1 <sup>st</sup> Previous Bill Date | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                               |
| 2 <sup>nd</sup> Previous Bill      | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.    |
| 2 <sup>nd</sup> Previous Bill Date | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                               |
| 3 <sup>rd</sup> Previous Bill      | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.    |
| 3 <sup>rd</sup> Previous Date      | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                               |
| 4 <sup>th</sup> Previous Bill      | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.    |

|                                    |  |
|------------------------------------|--|
| 4 <sup>th</sup> Previous Bill Date | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                            |
| 5 <sup>th</sup> Previous Bill      | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros. |
| 5 <sup>th</sup> Previous Bill Date | <b>mm/dd/yy</b><br>The date will not include leading zeros for single numeric months or days.                            |

**C FOR U ACCOUNT TRANSACTION HISTORY**

Displays one account at a time within a date range from 1 to 365 days. The Charges and Adjustments can be displayed on separate lines or “rolled-up” so that only the total Activity Amount and Account Balance will be displayed at the account level.

|                    |  |
|--------------------|--|
| Activity Date      | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.   |
| Activity Type      | <p><b>Debit Billing</b><br/>sum of Supplier’s charges with a positive value for the Charge Code</p> <p><b>Credit Billing</b><br/>sum of Supplier’s charges with a negative value for the Charge Code</p> <p><b>Credit Adjustment</b><br/>the amount of the Supplier’s net credit adjustment posted to a customer’s account for the Charge Code</p> <p><b>Debit Adjustment</b><br/>the amount of the Supplier’s net debit adjustment posted to a customer’s account for the Charge Code</p> <p><b>Overage Adjustment</b><br/>the amount of the Supplier’s submitted credit value that was over the current Supplier arrears for all Charge Codes on that account</p> <p><b>Payment</b><br/>payment applied to Supplier’s charges</p> <p><b>Payment Reversal</b><br/>correction of payment entered incorrectly</p> <p><b>Transfer In</b><br/>customer’s AR from a previous or another account transferred into this account’s balance</p> <p><b>Transfer Out</b><br/>customer’s AR from a previous or another account transferred into this account’s balance</p> <p><b>Dropped AR</b><br/>customer’s AR returned to the Supplier for collection</p> |
| Charge Code        | Up to 4 numeric digits; no leading zeros   |
| Charge Description | Up to 30 characters  |
| Activity Amount    | <b>-99999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.   |
| Account Balance    | <b>-99999999.99</b><br>The sign will not appear for positive values. Trailing zeros will appear, however, no leading zeros.  |
| Contract ID        | 5 numeric digits; equals the Pool ID   |
| Marketer           | Marketer Name as it appears in PEGASys®  |

**C For U Account by Activity**

Displays summarized account receivable detail by activity type for all of the Supplier's accounts for a specific date range. In order to reconcile this report with the weekly remittance, the Supplier will need the previous period's prior Current Arrears to use as a starting point.

|                    |   |
|--------------------|---|
| Contract ID        | 5 numeric digits; equals the Pool ID  |
| Account No         | 9 – 13 numeric digits; no leading zeros   |
| Debit Billing      | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Credit Billing     | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Debit Adjustment   | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Credit Adjustment  | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Overage Adjustment | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Payment            | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Payment Reversal   | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Dropped AR         | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Transfer In        | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Transfer Out       | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |
| Current Arrears    | <b>99999.99</b> or <b>&lt;Null&gt;</b><br>Positive only. Leading zeros will appear, if the amount is less than 1.00 |

**C FOR U TRANSFERRED ACCOUNT RECEIVABLES REPORT**

If a Supplier's account receivables are transferred between accounts belonging to the same customer, the transfer activity will appear on this report.

|                 |  |
|-----------------|--|
| Activity Type   | <b>Transfer In</b><br>Billing or Debit Adjustment receivable transferred into account<br><b>Transfer Out</b><br>Billing or Debit Adjustment receivable transferred out of account<br><b>Adjustment Transfer In</b><br>Credit Adjustment receivable transferred into account<br><b>Adjustment Transfer Out</b><br>Credit Adjustment receivable transferred out of account |
| Activity Date   | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.   |
| From Account No | 9 – 13 numeric digits; no leading zeros  |
| To Account No   | 9 – 13 numeric digits; no leading zeros  |
| From Amount     | <b>-99999.99</b><br>The sign will not appear for positive values. Leading zeros will appear, if the amount is less than 1.00.  |
| To Amount       | <b>-99999.99</b><br>The sign will not appear for positive values. Leading zeros will appear, if the amount is less than 1.00.  |

**C FOR U DROPPED ACCOUNT RECEIVABLES REPORT**

45 days after an account's final bill with a Supplier, any outstanding Supplier receivables will be dropped by PGL/NSG.

|                    |   |
|--------------------|---|
| Contract ID        | 5 numeric digits; equals the Pool ID  |
| Account No         | 9 – 13 numeric digits; no leading zeros   |
| Activity Date      | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.                        |
| Charge Code        | Up to 4 numeric digits; no leading zeros  |
| Charge Description | Up to 30 characters   |
| Account Balance    | <b>-99999.99</b><br>The sign will not appear for positive values. Leading zeros will appear, if the amount is less than 1.00. |

**C For U DAILY BILLING CYCLE ACTIVITY**

This report displays customer's usage (and deductions for a cancel rebill) after a bill has been generated. For those accounts that a Supplier uses the LDC Billing Option, the customer's usage will be provided through the C For U Billing Ledger prior to billing, however, will also display in this report after billing.

|                |   |
|----------------|---|
| Activity Date  | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.  |
| Activity Type  | <b>BILLED</b> Customer's usage as billed by PGL<br><b>FINAL BILL</b> Last time that a Supplier will receive usage for this account<br><b>DEDUCTED</b> Customer's usage was cancelled. A rebill will most likely occur (in the form of a BILLED activity type) |
| Bill From Date | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.  |
| Bill To Date   | <b>mm/dd/yy 00:00:00</b><br>The date will not include leading zeros for single numeric months or days.  |
| Therms         | <b>99999999.99</b><br>The trailing zeros will appear, however, no leading zeros.  |
| ReadingType    | <b>ESTIMATED</b> or <b>ACTUAL</b>   |
| Account No     | 9 – 13 numeric digits; no leading zeros   |
| LDC_IND        | <b>YES</b> or <b>&lt;null&gt;</b><br>'Yes' indicates the account has been identified as an LDC Billing Option account. It does not indicate that this bill activity included Supplier charges or adjustments.   |