

MINNESOTA ELECTRIC UTILITY INFORMATION REPORTING - FORECAST SECTION

CY 2024

INSTRUCTIONS

These worksheet tabs correspond closely to the tables in the forecast instructions received by the utility.

The forecast instructions pertain to the data to be entered in each of the worksheet tabs.

PLEASE DO NOT CHANGE THE NAME OR ORDER OF ANY OF THE WORKSHEET TABS OR CHANGE THE NAME OF THIS WORKBOOK.

In general, the following color scheme is used on each worksheet:

-  Cells shown with a dark blue background correspond to applicable Minnesota Rules section number/names on each worksheet tab.
-  Cells shown with a light green background correspond to headings for sections, columns, row, or individual fields on each worksheet tab.
-  **Cells shown with a light yellow background require data to be entered by the utility.**
-  Cells shown with a light brown background generally correspond to fields that are calculated from the data entered, or correspond to fields that are informational and not to be modified by the utility.

Each worksheet tab contains a section labeled "Comments" below the main data entry area.

You may enter any comments in that section to provide an explanation or clarification on the data entered; OR why data IS NOT being entered on the worksheet tab (for example: cells left blank).

Cells with automatic calculations (typically totals) are provided on some worksheets to assist with the accuracy of the data provided by the utility. It is recognized that there may be circumstances in which the data entered by the utility is more appropriate or accurate than the value in the corresponding automatically-calculated cell. If the value in the automatically-calculated cell does not match the value that your utility entered, please provide an explanation in the Comments area at the bottom of the worksheet tab.

Please complete the required worksheet tabs and save the completed workbook to your local computer.

Then attach the completed workbook to an email message, include your contact information, and send it to the following email address:

rule7610.reports@state.mn.us

If you have any questions please contact:

Anne Sell

MN Department of Commerce, Division of Energy Resources

Email: rule7610.reports@state.mn.us (preferred)

Direct: 651-539-1851 (leave a message)

COMM Website: <https://mn.gov/commerce/industries/energy/utilities/annual-reporting/>