

4. Consumer Deposits: (Cont'd.)

B. Security Deposits - Non-residential: (Cont'd.)

(a) Deposit Requirements: (Cont'd.)

(3) A request for a deposit or deposit increase shall be in writing and shall advise the customer:

- (i) why the deposit is being requested;
- (ii) how the amount of the deposit was calculated;
- (iii) that the deposit is subject to later upward or downward revision based on the customer's subsequent billing history;
- (iv) that the customer may request that the Company review the account in order to assure that the deposit is not excessive;
- (v) the circumstances under which the deposit will be refunded;
- (vi) that the customer will receive annual notice of the interest credited to the account;
- (vii) about the available deposit alternatives; and
- (viii) that for an existing customer from whom the deposit is being requested because of delinquency or financial condition, the deposit may be paid in three installments.

(4) The Company shall issue to every customer from whom a deposit is obtained, a receipt showing the date, the account number, the amount received, the form of the payment, and shall contain a notice explaining the manner in which interest will accrue and be paid and that the receipt is neither negotiable nor transferable.

(b) Deposit Calculation:

(1) The amount of a deposit shall not exceed the cost of twice the customer's average monthly usage, except in the case of customers whose usage varies widely such as space heating or cooling customers, or certain manufacturing and industrial processors, where the deposit shall not exceed the cost of twice the average monthly usage for the peak season.