PSC NO. 3 GAS St. Lawrence Gas Company, Inc. Initial Effective Date: 06/04/2004 Leaf: 91 Revision: 0 Superseding Revision:

## GENERAL INFORMATION

- 2. General Rules, Regulations, Terms and Conditions: (Cont'd)
  - III. Metering, Billing, Discontinuance of Service and Complaints: (Cont'd)
    - X. Discontinuance of Service Non-residential: (Cont'd)
      - 1. Termination of Service: (Cont'd)
        - b. Final Notice of Termination: (Cont'd)
          - c. the address and phone number of the office of the company that the customer may contact in reference to customer's account;
          - d. that the company procedures are available for considering complaints prior to discontinuance;
          - e. that Commission procedures are available for considering customer complaints when a customer is not satisfied with the company's handling of the complaint, including the address and phone number of the appropriate Commission office;
          - f. that it is a termination notice which should be brought to the attention of the company when the bill is paid;