

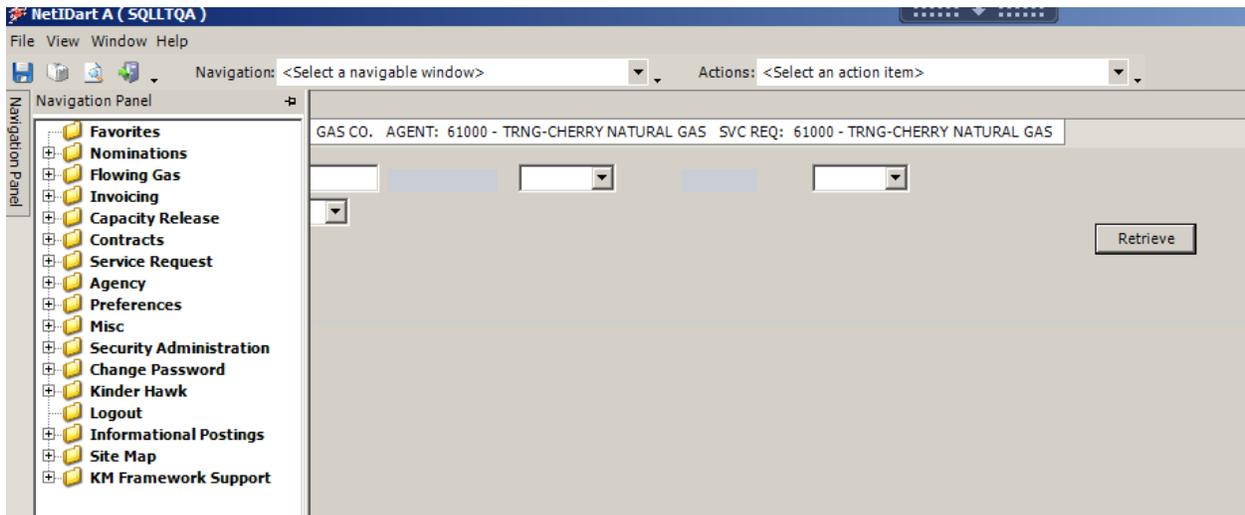
Submitting a Request for Discount in iDART

Please note: The Contract Request security function is required to be able to submit a discount request.

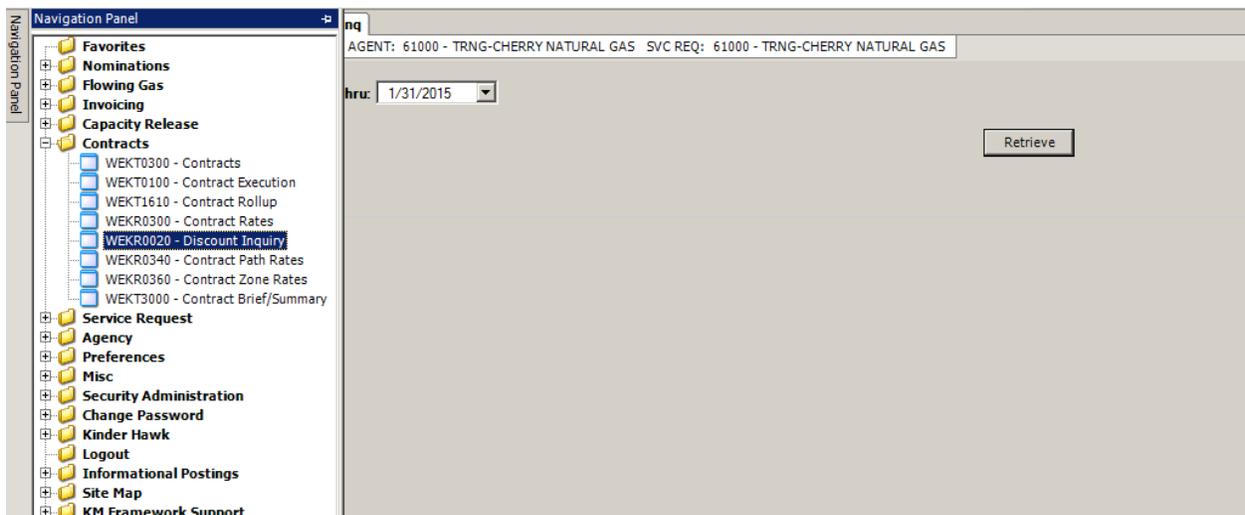
The following discounts can be requested through the below process:

Interruptible Transportation Commodity
Firm Transportation Incremental/Secondary

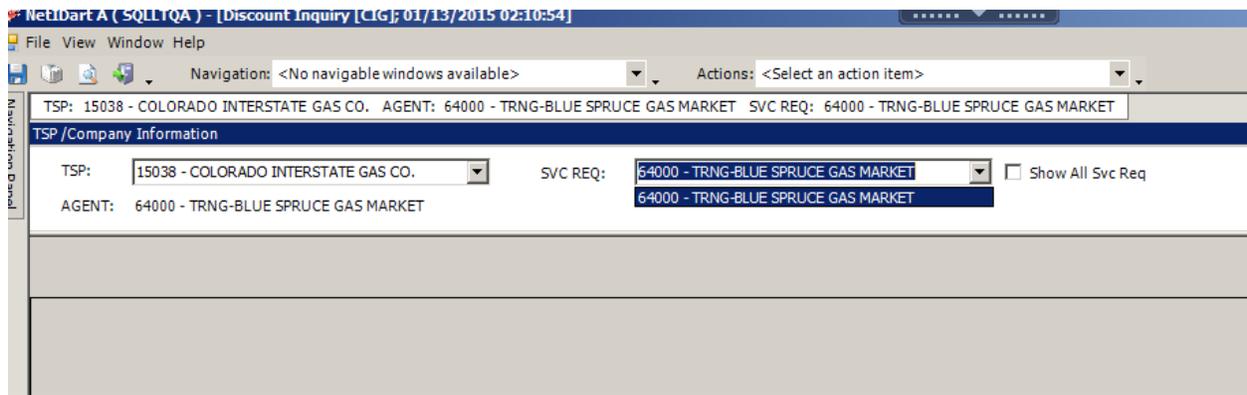
1. Once logged in to DART, expand the Navigation Panel.



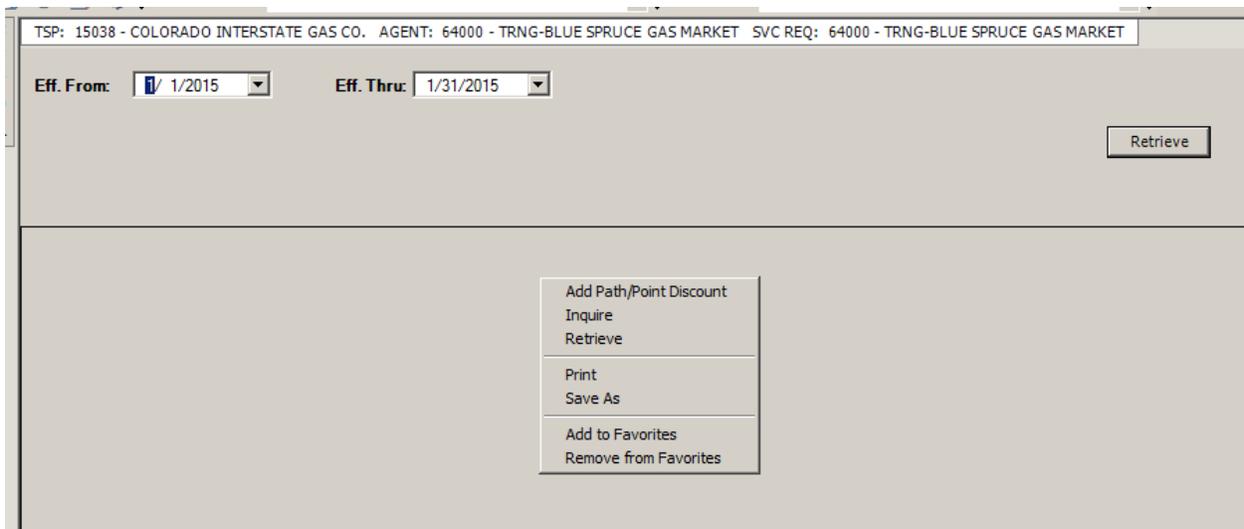
2. Expand the "Contracts" folder and click on "Discount Inquiry". Click on the retrieve button for a specified time frame. All active discounts for all contracts on the selected pipeline will appear.



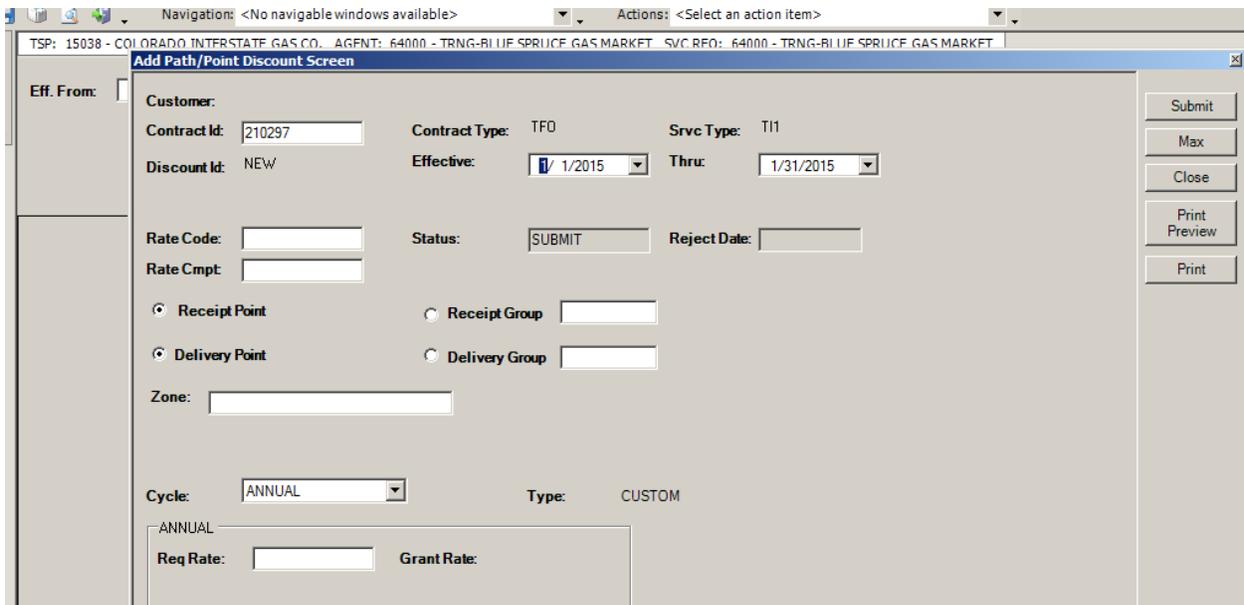
- For agents requesting a discount for another company, the company should be available to in the “SVC REQ” drop down at the top of the screen.



- Right click and select “Add Path/Point Discount”.



- Enter either the Contract Number or the Contract ID. If it’s a valid number, the contract and service types will populate. Enter the date range for the request. (The request date must be for today or later)



- Double click in the Rate Code field to display the lookup window. If requesting an Interruptible Transportation discount, click on the CMDY/CMDY record. If requesting a Firm Transportation Incremental/Secondary discount, click on the RESV/INCRCHG record. Click OK to return to the discount request screen.

TSP: 15038 - COLORADO INTERSTATE GAS CO. AGENT: 64000 - TRNG-BLUE SPRUCE GAS MARKET SVC RFO: 64000 - TRNG-BLUE SPRUCE GAS MARKET

Add Path/Point Discount Screen

Eff. From:

Customer:
 Contract Id: Contract Type: TFO Svc Type: TI1
 Discount Id: NEW Effective: Thru:

Rate Code: Status: Reject Date:

Rate Cmpt:

Receipt Point
 Delivery Point

Zone:

Cycle:
 ANNUAL
 Req Rate:

Contact Name:
 Phone:

Rate Code / Rate Component Code Lookup

| Rt Cd | Rt Cmpnt Cd | Rt Desc | Rt Cmpnt Desc |
|-------|-------------|-------------|-------------------------|
| CMDY | CMDY | COMMODITY | COMMODITY |
| RESV | INCRCHG | RESERVATION | Incremental Reservation |

Total Rows : 2

OK Cancel

- As shown above, the screen defaults to a Receipt and Delivery Point selection. If the request is point specific, enter the location PIN (Point Identification Number) in the field. If the PIN is unknown, double click in the field to display the point lookup screen. Select the desired location and click on the OK button.

Add Path/Point Discount Screen

Customer:
 Contract Id: Contract Type: TFO Svc Type: TI1
 Discount Id: NEW Effective: Thru:

Rate Cod: Rate Cm:

Rec Deliv

Zone:

Cycle:
 ANNUA
 Req Ra:

Contact I:
 Phone:

Location Lookup

Filter Criteria Selection
 No Filter Id Name Contains Name Starts With DRN Segment Zone

Point Catalog
 Yes No All Filter criteria: Zone: Filter

Location List

| ID | Name | Segment | Rcpt Zone | Dlvy Zone | County | State | Ctrct Type Usage | R-D |
|--------|-----------------------------|---------|-----------|-----------|-----------|---------|------------------|-----|
| 800230 | CIG/RUBY (EMS) EMERALD SPR | 102 | 01 | 01 | LINCOLN | WYOMING | A | |
| 891735 | KERN/CIG (MUD) MUDDY CREE | 102 | 01 | 01 | LINCOLN | WYOMING | A | |
| 891907 | TATACHEM/CIG (ALP) ALKALI P | 103 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 891645 | WGROPER/CIG (BLF) BLUE FOR. | 104 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800282 | NW P/L/CIG (GRN) GREEN RIVE | 106 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800335 | QPC/CIG (KAN) KANDA SWEET | 106 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800140 | CIG/WIC (CHD) CHROME DOME | 407 | 26 | 26 | SWEETWATE | WYOMING | A | |
| 892328 | QGC/CIG (FTH) FOOTHILLS DE | 108 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800116 | WIC/CIG (BTW) BAXTER TO WI | 411 | 35 | 35 | SWEETWATE | WYOMING | A | |
| 800055 | MGR/CIG (ABM) AIRPORT/BLAC | 110 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800055 | MGR/CIG (ABM) AIRPORT/BLAC | 110 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 858600 | WFS/CIG (MAR) MARIANNE RE | 110 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 858600 | WFS/CIG (MAR) MARIANNE RE | 110 | 01 | 01 | SWEETWATE | WYOMING | A | |
| 800234 | GMT/CIG (ERS) EAST ROCK SP | 110 | 01 | 01 | SWEETWATE | WYOMING | A | |

Total rows: 302

Ok Cancel

8. If multiple R/D combos are being requested, enter a separate request for each R/D combo or select a location to group, group to location, or even a group to group which would encompass all possible combinations. If wanting to discount using a group, select the group radio button for the R/D/Both.

Add Path/Point Discount Screen

Customer:
 Contract Id: 210297 Contract Type: TFD Srvc Type: T11
 Discount Id: NEW Effective: 1/ 1/2015 Thru: 1/31/2015
 Rate Code: CMDY Status: SUBMIT Reject Date:
 Rate Cmpmt: CMDY
 Receipt Point Receipt Group: 891735
 Delivery Point Delivery Group:

9. If the group radio button is selected, a group lookup can also be displayed by double clicking in the field. While there is a brief discount description, to get a detailed list of all included locations, please consult the Discount Group Xref posted in the information postings section of the EBB or, contact a Marketing Representative.

Add Path/Point Discount Screen

Customer:
 Contract Id: 210297 Contract Type: TFD Srvc Type: T11
 Discount Id: NEW Effective: 1/ 1/2015 Thru: 1/31/2015
 Rate Code: CMDY Discount Group:
 Rate Cmpmt: CMDY Group Name:
 Receipt Point Delivery Point
 Zone:
 Cycle: ANNUAL
 ANNUAL
 Req Rate:
 Contact Name:
 Phone:

Discount Group Lookup

| Discount Group | Discount Group Name |
|----------------|------------------------------------------------------------------------------|
| XPG2 | ALL |
| XPG201 | ALL CIG OFF SYSTEM DELIVERY POINTS |
| XPG208 | ALL CIG RECEIPT POINTS EXCLUDING MOCANE, HIGH PLAINS AND NORTH RATON LATERAL |
| XPG23 | DJ RECEIPTS |
| XPG237 | 33633000 DELIVERY 1A |
| XPG251 | 33743000 DELIVERY 1B |
| XPG252 | 33680000 DELIVERY 1A |
| XPG255 | ALL CIG OFF SYSTEM DELIVERY POINTS INCLUDING DOV |

OK Cancel

- Next, double click in the “Zone” field. This is to select which zone you are requesting to discount. This is to accommodate the possibility of a seamless nomination that could have different discount requests for each traversed zone.

| Code | Zone Name | Abbr | Activity Cod |
|------|--------------------------|--------|--------------|
| 01 | CIG MAINLINE | CIG ML | BOTH |
| 04 | CIG HIGH PLAINS | CIG HP | BOTH |
| 06 | CIG NORTH RATON - ZONE 1 | CIG NR | BOTH |
| 07 | CIG NORTH RATON - ZONE 2 | CIG NR | BOTH |
| 14 | WIC MAINLINE | WIC ML | BOTH |
| 15 | WIC MEDICINE ROW | WIC MR | BOTH |

- The “Req Rate” field is designed to accommodate a daily rate. If requesting an Interruptible Transportation CMDY rate, enter the desired daily rate. However, if requesting a Firm Transportation Incremental/Secondary rate, enter the desired incremental daily rate.

Example: Firm Transportation Demand/Reservation rate = \$5 a month

$$\$5/30.4167 = 0.16 \text{ cents a day}$$

If you want to pay \$0.18 cents for the defined route, a request of \$0.02 would be entered.

- Once the form is complete, click on the submit button. The system will then conduct a series of data validations. If an error is presented, correct the data entry and submit again. For assistance with any validation errors, please contact your Account Service Representative.

Customer: Contract Id: 210297 Contract Type: TFO Srvc Type: T11
Discount Id: NEW Effective: 1/ 1/2015 Thru: 1/31/2015
Rate Code: CMDY Status: SUBMIT Reject Date:
Rate Cmp: CMDY
 Receipt Point Delivery Point
 Receipt Group 891735 Delivery Group XPG201
Zone: 01
Cycle: ANNUAL Type: CUSTOM
ANNUAL
Req Rate: 0.02 Grant Rate:

13. Once submitted, a Marketing representative will be notified of the submission. Upon review, the request can be approved, amended, or denied. In each case an email notification will be distributed to the party that submitted the request.
14. Back on the discount inquiry screen, the status of your request can also be monitored.

TSP: 15038 - COLORADO INTERSTATE GAS CO. AGENT: 64000 - TRNG-BLUE SPRUCE GAS MARKET SVC REQ: 64000 - TRNG-BLUE SPRUCE GAS MARKET

Eff. From: 1/ 1/2015 Eff. Thru: 1/31/2015

Retrieve

| Contract No. | Eff. From | Eff. Thru | Rcpt Type/Poi | Dlvy Type/Poi | Rate Component | Curtail Max Ind | Zone Code | Req Rate | Status | Grant Rate |
|---------------|------------|------------|---------------|---------------|----------------|-----------------|-----------|-----------|--------|------------|
| 210297-TI1CIG | 01/15/2015 | 01/31/2015 | LOC891735 | XPG201 | CMDY | \$0.00000 N | 01 | \$0.02000 | SUBMIT | |

15. Hovering over the Receipt, Delivery and/or Zone code will show the associated description.