## GENERAL TERMS AND CONDITIONS

## 26. REQUESTS FOR SERVICE

## A. Processing Requests:

To initiate or amend service under Rate Schedules TF, TFX, TI, FDD, PDD, IDD, ILD, SMS and MPS, a valid request must be submitted to Northern. The information required for a request is described in Section 27, "Information Required for a Request for Service," of the GENERAL TERMS AND CONDITIONS of this Tariff. Requests to extend a Service Agreement pursuant to the terms of the agreement do not require a valid request under this section (e.g., grandfathered rollovers, extension rights or Right of First Refusal).

All requests must be: 1) electronically submitted via Northern's Internet website; 2) faxed to the fax number posted on the website; 3) emailed to the email address posted on the website; or 4) submitted in accordance with an open season. All requests will be deemed received only when the information is provided by one of the methods above. Requests for service will be processed in the order they are received and in accordance with the Posting and Awarding of Capacity section below. Requests submitted in an open season shall be deemed received at the same time.

For firm services, a request must include the following information for Northern to determine if capacity is available:

- (a) the firm contract quantity;
- (b) the Point(s) of Delivery (if the Point of Delivery is an Operational Zone, Shipper must additionally specify the firm quantity attributable to each Town Border Station (TBS) included in the Operational Zone);
- (c) the Point(s) of Receipt;
- (d) the firm quantities applicable to the respective Point(s) of Receipt and Point(s) of Delivery; and
- (e) the term of service.

As soon as all of the information required to process a request for firm service has been obtained, Northern shall have seven (7) Workdays to determine if capacity is available and whether the capacity will be awarded as determined in accordance with the Posting and Awarding of Capacity section below. Except as provided below, a request for firm service, or a portion thereof, will be rejected if firm capacity to render the service is not available, and Northern shall so notify the Shipper within the seven (7) Workdays provided above.

Requests received pursuant to an open season and requests that require construction of facilities will be processed in accordance with any open season notice and/or facilities agreement (including precedent agreement) entered into by the parties.

If Shipper submits a request by the fifth (5th) day of a month to amend a primary receipt or delivery point, to the extent that capacity is available, Northern will submit an amendment to Shipper such that Shipper may return the executed amendment five (5) days prior to the end of the month and then may nominate receipts from the amended point for delivery by the first of the following month. Further, in a force majeure situation, Shipper may request a change in primary receipt or delivery points pursuant to this section.