



**VECTREN ENERGY DELIVERY OF OHIO, LLC  
d/b/a CENTERPOINT ENERGY OHIO**

**Rate Submittal Form  
Rates for Supplier Billing**

Supplier Name \_\_\_\_\_ Effective Date \_\_\_\_\_

This rate will be effective for the bills rendered by Company beginning with cycle 01 for month/year of \_\_\_\_\_, \_\_\_\_.

New Rate	Rate Name (Assigned by CenterPoint)	\$/Ccf (8 Total Spaces)	Printed Bill Description (Third Party Vender Only)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Calculation (to be returned to Supplier for approval)

By: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Printed Name and Title

**Timeline for submitting rates is as follows:**

1. Suppliers will notify CenterPoint of changes to existing rates no later than Noon CST on the 2nd business day prior to the end of the month using CenterPoint's Rates for Supplier Billing form. Rate changes have an effective date of the first day of the next month.
2. CenterPoint will send out changes for confirmation by 10 AM CST on the last business day prior to the end of the month.
3. **Suppliers must confirm** the proposed changes no later than Noon CST the last business day of the month in order for the rate to become effective.
4. If confirmation is not received by noon the last business day of the month, the current rate will remain in effect and the proposed change will not go into effect until the next business month.
5. CenterPoint will need 30 days notice for *new* rates. The new rate form must be submitted 30 days in advance. The actual rate to be billed to customers can be updated based on the changes to the existing rate timeline outlined in Number 1 above. Rate name should be left blank and will be supplied by CenterPoint. New rates have an effective date of the first of the month following the 30 days notice. ( ex. Rates sent on January 15 would have an effective date of March 1)
6. Choice enrollments for brand new rates should not be submitted prior to the effective date of the new rate.
7. CenterPoint is not responsible for any customers being billed the rate submitted on the original new rate form if Supplier does not submit the actual rate change within the timeline outlined in Number 1 above. In such case, the customers' bills will not be corrected.
8. Rates must be submitted to [supplerrategroup@vectren.com](mailto:supplerrategroup@vectren.com).
9. CenterPoint will send a confirmation of receipt of the rate request. Supplier should follow up with the Supplier Rate Group if they do not receive an email confirmation.