

Monthly Reporting Requirements for Commission Payment

City/Town Name	Customer Name	Load Zone	Utility	Rate Code	Account Number	SA#

FIELD	DESCRIPTION
City/Town Name	Aggregation Name
Customer Name	Customer Name
Load Zone	Load Zone (WCMA, NEMA, SEMA)
Utility	Utility Name - NGrid, Eversource East (Boston Ed), Eversource East (Commonwealth), Eversource West (WMECO), Unitil
Rate Code	Rate Class Code (R1, R2, G1, G2 S1, etc...) at time of billing
Account Number	Utility Acct#
SA#	Service Account# (Eversource West only)
Meter #	Utility Meter# (Eversource & Unitil only)
Invoice #	Inv#/Bill#
Bill Date	Invoice Date (Period)
Cycle	Meter Read Cycle
Meter Read Start	Monthly Usage From/Start Date
Meter Read End	Monthly Usage To/End Date
Bill Usage	# of KWH's used
ESA Rate	Aggregation Rate (that the Utility charged)
Commission Pay Date/Month	Pay Date (Commission Period) (Month/Year)
Commission Amount	Payment/Commission (.001 x kwh)
<i>Not Required but can be helpful</i>	
Account Status	Account Status (Enrolled, Active, Dropped, Cancelled)
Invoice Type	Invoice Type(Final Bill, Original, Estimate)
Product (Standard or Optional)	Product Offered (Standard Fixed Rate or Optional Fixed Rate)

Meter #	Invoice #	Bill Date	Cycle	Meter Read Start	Meter Read End	Bill Usage

ESA Rate	Commission Pay Date/Month	Commission Amount	Account Status	Invoice Type	Product (Standard or Optional)