

# REQUIREMENTS TO MAINTAIN A DISTRIBUTION OF LIQUEFIED PETROLEUM GAS CERTIFICATE OF PUBLIC CONVENIENCE & NECESSITY

## NORTHERN NEVADA

1150 E. William Street  
Carson City, NV 89701  
Phone: (775) 684-6101  
Fax: (775) 684-6110

Consumer Complaints: (775) 684-6100



## SOUTHERN NEVADA

9075 W. Diablo Dr., Ste. 250  
Las Vegas, NV 89148  
Phone: (702) 486-7210  
Fax: (702) 486-7206

Consumer Complaints: (702) 486-2600

In order to maintain a Certificate of Public Convenience and Necessity ("CPC"), a liquefied petroleum gas ("LPG") distributor must comply with the following obligations as set out in statutes and regulations.

### REVENUE ASSESSMENT REQUIREMENTS

Nevada Revised Statute ("NRS") 704.035 requires that by July 1 of each year geothermal utilities pay an assessment to the Public Utilities Commission of Nevada ("PUCN") based upon the total dollars of gross operating revenue derived from their intrastate operations for the preceding calendar year. Please note the minimum assessment due and payable is \$100.00.

The assessment must be submitted by completing and submitting an [Annual Revenue and Assessment Report Form](#). The PUCN mails this form to regulated entities each year, but it is also available on the PUCN website. The assessment rate and how to calculate the amount due are provided in the assessment form. Failure to pay the assessment on or before August 1 will result in an additional fee pursuant to [NRS 704.035](#).

### ANNUAL REPORTING

[NRS 703.191](#) and [NRS 703.193](#) require an Annual Report be submitted for each calendar year no later than May 15 of the following calendar year. [Nevada Administrative Code \("NAC"\) 704.225](#) lists the information each public utility is required to submit.

### COMPANY NAME & OTHER CHANGES

Pursuant to [NAC 704.79541](#), a distributor of liquefied petroleum gas may not change its name or the name under which it conducts business in this state without filing an application with the PUCN and obtaining prior authorization. There is a \$50.00 filing fee for this application. [NAC 704.79541](#) also requires a distributor of liquefied petroleum gas that changes its address, telephone number, toll-free customer service number, or any other contact information, to file a notification of the change(s) with the PUCN no later than 20 days after the provider makes that change.

### PENALTY FOR NON-COMPLIANCE

This information is provided as a courtesy. It is the obligation of the utility to comply with all applicable statutes and regulations. [NRS 703.380](#) provides that any public utility that violates any provision of NRS Chapters 703 or 704 or fails to pay any applicable assessment may be liable for an administrative fine of up to \$1,000 per day for each day of the violation. Failure to comply with regulatory obligations may also result in revocation of the applicable certificate.

### MORE INFORMATION

For applicable forms, please visit the PUCN's website. Contact the Financial Analysis Division at (775) 684-6155 for questions about Annual Report requirements, the Fiscal Division at (775) 684-6187 for annual assessment questions, or the Legal Case Manager at (775) 684-6188 for questions regarding notifying the PUCN of changes in information.



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