

**Annual Report Filing Guide**  
**Applicable to Electric, Natural Gas, Railroad Utilities or**  
**Providers of New Electric Resources**  
**Docket No. 23-01002**

Pursuant to Nevada Revised Statutes (“NRS”) 703.191, each public utility and provider of new electric resource must file an annual report (“report”) with the Public Utilities Commission of Nevada (“Commission”). The report must be filed on or before **May 15** of the year following the calendar year for which the report is submitted. **There is no grace period.**

Nevada Administrative Code (“NAC”) 704.225 specifies the contents of the report and NRS 703.193 requires that the report be submitted under oath. The Annual Report, which includes a page for Reconciliation of Assessable Revenues and an Oath page, can be found on the Commission’s website at <http://puc.nv.gov>. A completed Reconciliation of Assessable Revenues Form is not required for Electric co-ops.

Please file this completed **Annual Report Form**, with accompanying **Company financial statements** as appropriate, the **Reconciliation of Assessable Revenue Form**, and signed **Oath page** by mailing or hand-delivering to either of the Commission’s offices, or electronically filing the forms in accordance with the Commission’s electronic filing requirements, which are available on the Commission’s website. You should retain copies for your files.

Public Utilities Commission of Nevada  
1150 East William Street  
Carson City, NV 89701-3109

or

Public Utilities Commission of Nevada  
9075 W. Diablo Drive, Suite 250  
Las Vegas, NV 89148-7674

Failure to submit the complete report as described above will result in rejection of the report and may subject you to an administrative fine of up to \$1,000 per day for each day of the violation pursuant to NRS 703.380, and/or other remedies available to the Commission.

If the mailing address or contact information for your utility has changed since the last annual report, you must notify the Commission in writing of the change immediately. This is also required for any future changes.

Please note that the Annual Report and accompanying Company financial statements, once filed, will become a public record, unless you request portions of it to be treated as confidential. Please follow the Commission’s confidentiality procedures which are located in NAC 703.5274. If you submit any portion of your Annual Report or accompanying utility financial statements confidentially, you must complete and file a Protective Agreement with the Regulatory Operations Staff of the Commission.

If you have any questions regarding your responsibility to file your report, please contact the Financial Analysis Division of the Regulatory Operations Staff of the Commission in Carson City at (775) 684-6155.

**ELECTRIC, NATURAL GAS, RAILROAD UTILITIES OR  
PROVIDER OF NEW ELECTRIC RESOURCE ANNUAL REPORT**

**Section 1 – General Information**

**Original:**

**Corrected:** \* If the original filing is being amended or corrected, the entire report must be resubmitted.

Date: \_\_\_\_\_

**Calendar Year**      **2022**

**Docket Number**      **23-01002**

for

1. Company Name: \_\_\_\_\_

d/b/a: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

CPC or License No.: \_\_\_\_\_

2. Name and title of person making this report: \_\_\_\_\_

3. Total Nevada gross intrastate operating revenues for the period: \$ \_\_\_\_\_

4. The number of customers served (NAC 704.225): \_\_\_\_\_

**Section 2 – Other Required Information (NAC 704.225)**

**A. Electric and Natural Gas Utilities only:**

Attached is a copy of the company's (please check the appropriate box):

Appropriate Federal Energy Regulatory Commission Form (FERC); or

Rural Utilities Service (RUS) Form 7; or

Cooperative Finance Corporation (CFC) Form 7; or

Statement of Income and Balance Sheet; and/or

Rate of Return Calculation pursuant to NRS 704.185(1) or NRS 704.187(2). (Not required for utilities that are not rate regulated by the Public Utilities Commission of Nevada.)

**B. Freight Railroad Utilities only:**

Attached are copies of the company's (**ALL** are required):

Surface Transportation Board (STB) form R-1, Railroad Annual Report, or alternatively, only the Balance Sheet (pages 5 through 15) and the Income Statement (pages 16 and 17); and

Nevada state-specific copy of Schedule 941, revenue freight tonnage; and

Nevada state-specific copy of SC-210, Railway Operating Revenues Earned within the State, Schedule SC-7.

**C. Passenger Railroad Utilities only:**

Attached is a copy of the company's:

Income statement prepared by a responsible officer of the utility or by its outside accountant, in sufficient detail to ascertain the amount of assessable revenues.

**D. Providers of New Electric Resources only:**

Attached are copies of the company's (**BOTH** are required):

Statement of income; and

Balance sheet.

**OATH**

I, \_\_\_\_\_ , on behalf of \_\_\_\_\_ declare  
[name of signatory] [regulated entity]  
under penalty of perjury under the laws of the State of Nevada that I have carefully examined the foregoing information provided to the Public Utilities Commission of Nevada, and declare it to be a complete and correct statement to the best of my knowledge, information and belief; and that I have the authority to make these representations and to bind the regulated entity on whose behalf I am providing this information. I further declare that the foregoing information has been prepared by me or under my direction from the original books, papers and records of the regulated entity and that any accounts and/or figures provided embrace all the relevant financial operations of the regulated entity during the period of time for which the information is provided.

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**PUBLIC UTILITIES COMMISSION OF NEVADA**  
**Reconciliation of Assessable Revenues**  
**Gas/Electric/LPG/Geothermal**  
**Calendar Year 2022**

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

**Gross Intrastate Operating Revenue:**      \$ \_\_\_\_\_

<u>Less Non-Assessable Revenue<sup>1</sup>:</u>	<u>AMOUNT:</u>
Commodity Sales for Resale	\$ _____
Provision for Rate Refunds	\$ _____
Transmission Ancillary Services	\$ _____
Wheeling Revenue	\$ _____
Capacity Revenue	\$ _____
Scheduling Revenue	\$ _____
Distribution Demand Services	\$ _____
Unbilled Revenues	\$ _____
Internal Use	\$ _____
Other (describe) <sup>2</sup>	\$ _____
_____	
_____	
_____	

**Total Non-Assessable Gross Intrastate Operating Revenue:**      \$ \_\_\_\_\_

**Total Assessable Revenue:**      \$ \_\_\_\_\_

<sup>1</sup> These are exemplary revenue categories, and they may not apply to each of the four utility types listed in the title header.

<sup>2</sup> Please use this line for revenue categories that do not fit in any of the specifically-identified revenue categories above.