



CONNECT-Imbalance Trades and Storage Transfers

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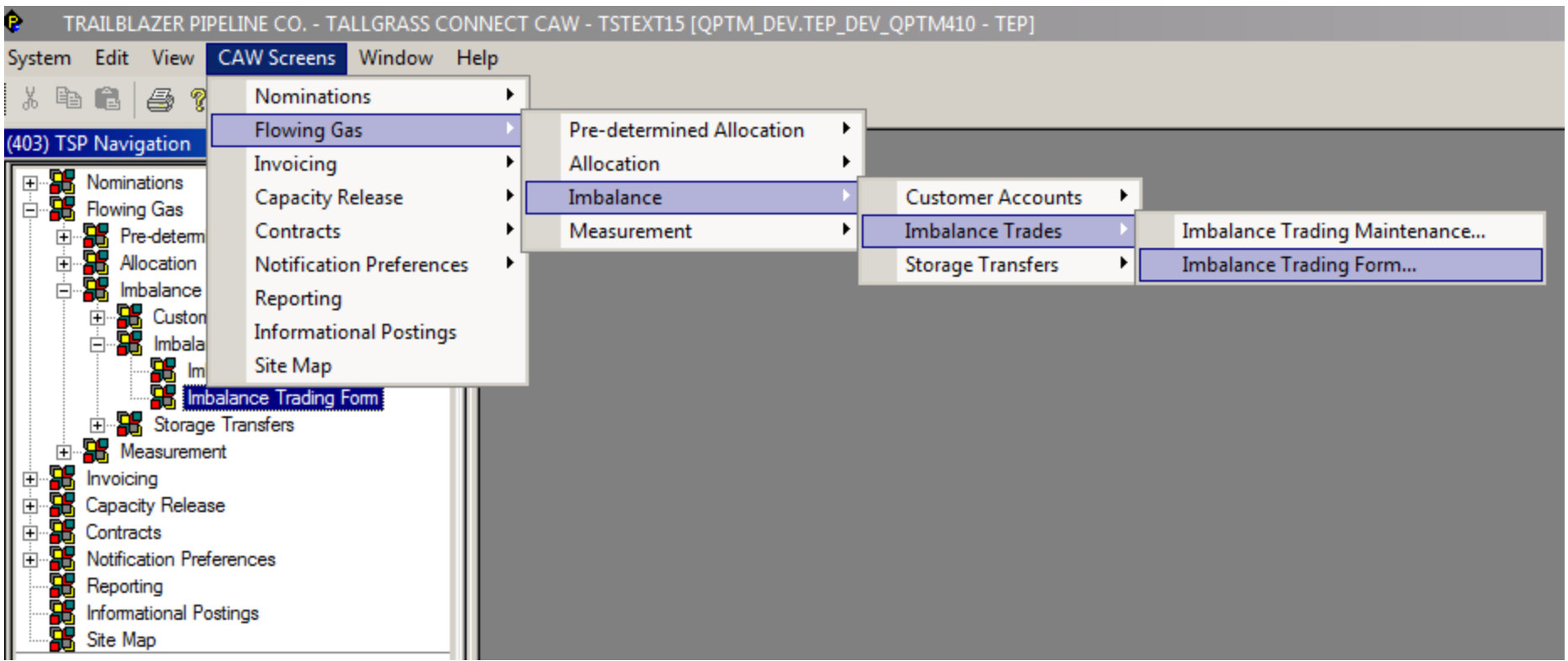
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Imbalance Trade- Screen Navigation

Flowing Gas >> Imbalance >> Imbalance Trades >> Imbalance Trading Form





Imbalance Trading Form

TRAILBLAZER PIPELINE CO. - TALLGRASS CONNECT CAW - TSTEXT15 [QPTM_DEV_TEP_DEV_QPTM410 - TEP] - [(403) Imbalance Trading Maintenance Form]

System Edit View CAW Screens Window Help

(403) TSP Navigation

- Nominations
 - Flowing Gas
 - Pre-determined Allocation
 - Allocation
 - Imbalance
 - Customer Accounts
 - Imbalance Trades
 - Imbalance Trading Maintenance...
 - Imbalance Trading Form
- Storage Transfers
- Measurement
- Invoicing
- Capacity Release
- Contracts
- Notification Preferences
- Reporting
- Informational Postings
- Site Map

Imbalance Trade Links Retrieve New Help Cancel

Submit Request

TSP / TSP Prop: 105830681 403 TSP Name: TRAILBLAZER PIPELINE CO. Imb Trd Rsp Desc:

Imb Trd Trk ID: kNEW> [...] N-> Acct Per: 04/2013 Record Status: New

TSP Contact: TSP Phone: () - / Strt D/T:

Initiating Trader		Confirming Trader	
Init Trdr:	<input type="text"/>	Conf Trdr:	<input type="text"/>
Init Trdr Prop:	<input type="text"/>	Conf Trdr Prop:	<input type="text"/>
Init Trdr Name:	<input type="text"/>	Conf Trdr Name:	<input type="text"/>
Init Trdr Contact:	<input type="text"/>	Conf Trdr Contact:	<input type="text"/>
Init Trdr Phone:	() - <input type="text"/> / <input type="text"/>	Conf Trdr Phone:	() - <input type="text"/> / <input type="text"/>
K - Init Trdr:	<input type="text"/>	K - Conf Trdr:	<input type="text"/>
K Holder - Init Trdr:	<input type="text"/>	K Holder - Conf Trdr:	<input type="text"/>
K Holder - Init Trdr Prop:	<input type="text"/>	K Holder - Conf Trdr Prop:	<input type="text"/>
K Holder - Init Trdr Name:	<input type="text"/>	K Holder - Conf Trdr Name:	<input type="text"/>
Imb Per - Init Trdr:	<input type="text"/>	Imb Per - Conf Trdr:	<input type="text"/>
Imb Type - Init Trdr:	<input type="text"/>	Imb Type - Conf Trdr:	<input type="text"/>
Init Trdr Acct Type:	<input type="text"/>	Conf Trdr Acct Type:	<input type="text"/>
OIA - Init Trdr:	<input type="text"/>	OIA - Conf Trdr:	<input type="text"/>

Imb Trd Dir Desc:

Fuel Method:

Trd Qty Req:

Trd Fuel Qty - Init Trdr: Trd Fuel Qty - Conf Trdr:

Trd Fuel Pct - Init Trdr: Trd Fuel Pct - Conf Trdr:

Trd Qty:

Comments:

Notices K Inv Conf All CAW



Trade Form: Enter Initiating Trader Info. (Pt.1)

- Click on the Pick List to Enter Shipper Data

Imbalance Trade

Submit Request

TSP / TSP Prop: 105830681 403 TSP Name: TRAILBLAZER PIPELINE CO. Imb Trd Rsp Desc:

Imb Trd Trk ID: <NEW> [...] N-> Acct Per: 04/2013 Record Status: New

TSP Contact: TSP Phone: () -

Initiating Trader

Init Trdr: []

Init Trdr Prop: []

Init Trdr Name: []

Init Trdr Contact: []

Init Trdr Phone: () - / []

K - Init Trdr: []

K Holder - Init Trdr: []

K Holder - Init Trdr Prop: []

K Holder - Init Trdr Name: []

Imb Per - Init Trdr: []

Imb Type - Init Trdr: []

Init Trdr Acct Type: []

OIA - Init Trdr: []

Imb Trd Dir Desc: []

Pick for BP No from Inctrl_acct_hdr

Query Filters: Show All Cols Adv. Filter Remember System Default

	Init Trdr	Init Trdr Prop	Init Trdr Name
Operator			
Value	1.)	Enter GID or Shipper Name Here	
Sort Sequence	0	1	0
Sort Order		Ascending	
Case Sensitive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Query Results:

1	150234567	9984	Training Company Fifteen
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2.) Query More >>> All

3.) Cancel OK



Trade Form: Enter Initiating Trader KT#

- Click on Second Pick List to Enter Contract Information
(Type KT# , select “Query” then “OK” to confirm selection)

Imbalance Trade | Links | Retrieve | New | Help | Cancel

Submit Request

TSP / TSP Prop: 105830681 403 TSP Name: TRAILBLAZER PIPELINE CO. Imb Trd Rsp Desc:
 Imb Trd Trk ID: <NEW> [...] N-> Acct Per: 04/2013 Record Status: New
 TSP Contact: TSP Phone: () - / Stmt D/T: / /

Initiating Trader
Init Trdr: 150234567
Init Trdr Prop: 9984
Init Trdr Name: Training Company Fifteen
Init Trdr Contact:
Init Trdr Phone: () - /
K - Init Trdr: ...
K Holder - Init Trdr:
K Holder - Init Trdr Prop:
K Holder - Init Trdr Name:
Imb Per - Init Trdr: / ____
Imb Type - Init Trdr:
Init Trdr Acct Type:
OIA - Init Trdr:

Confirming Trader
Conf Trdr:
Conf Trdr Prop:

Inventory - Imbalance Trading Form - Pick for Init Contract No.

Query Filters: Show All Cols Adv. Filter Remember System Default

	Inv Acct ID	K - Init Trdr	OIA - Init Trdr	Acct Type Cd	Acct Mngr Last Nm
Operator		Enter KT #			
Value			0	0	0
Sort Sequence					
Sort Order	Ascending				

Query Results:

1	100	IMB-9904	SYSTEMWIDE	IMBALANCE	
---	-----	----------	------------	-----------	--

Imb Trd Dir Desc:
Fuel Method:
Trd Qty Req:



Trade Form: Initiating Trader Info. (Complete)

Acct Per: Is the current open business month.

Note: on TIGT Imbalance contracts are (IMBT-GID)

Imb Per- Init Trdr: Month Imbalance Occurred

Imbalance Trade		Links	Retrieve
<input type="button" value="Submit Request"/>			
TSP / TSP Prop:	<input type="text" value="105830681"/> <input type="text" value="403"/>	TSP Name:	<input type="text" value="TRAILBLAZER PIPELINE CO."/>
Imb Trd Trk ID:	<input type="text" value="<NEW>"/> <input type="button" value="..."/> <input type="button" value="N->"/>	Acct Per:	<input type="text" value="05/2017"/>
TSP Contact:	<input type="text"/>	TSP Phone:	<input type="text" value="() -"/>
Initiating Trader			
Init Trdr:	<input type="text" value="150234567"/> <input type="button" value="..."/>		
Init Trdr Prop:	<input type="text" value="9984"/>		
Init Trdr Name:	<input type="text" value="Training Company Fifteen"/>		
Init Trdr Contact:	<input type="text" value="ROB STARK"/>		
Init Trdr Phone:	<input type="text" value="(303) 763-3453"/> / <input type="text"/>		
K - Init Trdr:	<input type="text" value="IMB-9984"/> <input type="button" value="..."/>		
K Holder - Init Trdr:	<input type="text" value="150234567"/>		
K Holder - Init Trdr Prop:	<input type="text" value="9984"/>		
K Holder - Init Trdr Name:	<input type="text" value="Training Company Fifteen"/>		
Imb Per - Init Trdr:	<input type="text" value="04/2017"/>		
Imb Type - Init Trdr:	<input type="text"/>		
Init Trdr Acct Type:	<input type="text" value="IMBALANCE"/>		
OIA - Init Trdr:	<input type="text" value="SYSTEMWIDE"/>		



Trade Form: Selecting Trade Quantity/ Fuel (Pt.2)

- Fuel Method**

Imbalance Trade: No Fuel (leave fuel method blank)

Imbalance Trade w/ Storage: Select fuel in Kind

- Fuel is only deducted trades injected into Storage (Long IMB)

- Enter Trade Quantity

The screenshot shows the 'Imbalance Trade' form with the following details:

- Initiating Trader:**
 - Init Trd: 150234567
 - Init Trd Prop: 9984
 - Init Trd Name: Training Company Fifteen
 - Init Trd Contact: ROB STARK
 - Init Trd Phone: (303) 763-3453
 - K - Init Trd: IMB-9984
 - K Holder - Init Trd: 150234567
 - K Holder - Init Trd Prop: 9984
 - K Holder - Init Trd Name: Training Company Fifteen
 - Imb Per - Init Trd: 04/2017
 - Imb Type - Init Trd: [Blank]
 - Init Trd Acct Type: IMBALANCE
 - DIA - Init Trd: SYSTEMWIDE
- Confirming Trader:**
 - Conf Trd: 140234567
 - Conf Trd Prop: 9983
 - Conf Trd Name: Training Company Fourteen
 - Conf Trd Contact: [Blank]
 - Conf Trd Phone: [Blank]
 - K - Conf Trd: IMB-9983
 - K Holder - Conf Trd: 140234567
 - K Holder - Conf Trd Prop: 9983
 - K Holder - Conf Trd Name: Training Company Fourteen
 - Imb Per - Conf Trd: 07/2013
 - Imb Type - Conf Trd: [Blank]
 - Conf Trd Acct Type: IMBALANCE
 - DIA - Conf Trd: SYSTEMWIDE
- Highlighted Fields (Red Box):**
 - Imb Trd Dir Desc: [Blank]
 - Fuel Method: [Blank]
 - Trd Qty Req: 200
 - Trd Fuel Qty - Init Trd: [Blank]
 - Trd Fuel Qty - Conf Trd: [Blank]
 - Trd Fuel Pct - Init Trd: [Blank]
 - Trd Fuel Pct - Conf Trd: [Blank]
 - Trd Qty: [Blank]

This close-up shows the following fields:

- Imb Trd Dir Desc: [Blank]
- Fuel Method: [Blank]
- Trd Qty Req: 200
- Trd Fuel Qty - Init Trd: [Blank]
- Trd Fuel Qty - Conf Trd: [Blank]
- Trd Fuel Pct - Init Trd: [Blank]
- Trd Fuel Pct - Conf Trd: [Blank]

Trade Form: Enter Confirming Trader Info. (Pt.3)



Confirming Trader

Conf Trdr:

Conf Trdr Prop:

Pick for BP No from Inctrl_acct_hdr

Query Filters: Show All Cols Adv. Filter Remember System Default

	Conf Trdr	Conf Trdr Prop	Conf Trdr Name
Operator			
Value			
Sort Sequence	0	1	0
Sort Order	Ascending		
Case Sensitive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Query Results:

81	666234567	9975	Training Company Six
82	777234567	9976	Training Company Seven
83	888234567	9977	Training Company Eight
84	999234567	9978	Training Company Nine
85	100234567	9979	Training Company Ten
86	110234567	9980	Training Company Eleven
87	120234567	9981	Training Company Twelve
88	130234567	9982	Training Company Thirteen
89	140234567	9983	Training Company Fourteen
90	150234567	9984	Training Company Fifteen

- Use Picklist to Search for Confirming Trader by Company Name or GID



Trade Form: Entering Confirming Trader KT#

Inventory - Imbalance Trading Form - Pick for Conf Contract No.

Query Filters: Show All Cols Adv. Filter Remember System Default

	Inv Acct ID	K - Conf Trdr	OIA - Conf Trdr	Acct Type Cd	Acct Mngr Last Nm
Operator					
Value					
Sort Sequence	1	0	0	0	0
Sort Order	Ascending				

Query Results:

	Inv Acct ID	K - Conf Trdr	OIA - Conf Trdr	Acct Type Cd	Acct Mngr Last Nm
1	99	IMB-9983	SYSTEMWIDE	IMBALANCE	

Buttons: Query More >>> All Cancel OK

On the right side of the form, there is a vertical list of fields. The second field from the top has a red box around its pick list button (three dots).

- Using the Second Pick List, Choose Confirming Trader's Imbalance Contract



Entering Confirming Trader Info. Complete

Imbalance KT#

Note: on TIGT
Imbalance contracts
are (IMBT-GID)

Imbalance Period

Note: Imbalance
period must match
Initiating Trader

		Stmnt D/T:
Confirming Trader		
Conf Trdr:	140234567	...
Conf Trdr Prop:	9983	
Conf Trdr Name:	Training Company Fourteen	
Conf Trdr Contact:		
Conf Trdr Phone:	() - /	
K - Conf Trdr:	IMB-9983	...
K Holder - Conf Trdr:	140234567	
K Holder - Conf Trdr Prop:	9983	
K Holder - Conf Trdr Name:	Training Company Fourteen	
Imb Per - Conf Trdr:	04/2017	
Imb Type - Conf Trdr:		
Conf Trdr Acct Type:	IMBALANCE	
OIA - Conf Trdr:	SYSTEMWIDE	

Trade Form: Submitting Trade and Confirming



Imbalance Trade Links Retrieve New Help Cancel

Submit Request

TSP / TSP Prop: 105830681 403 TSP Name: TRAILBLAZER PIPELINE CO.

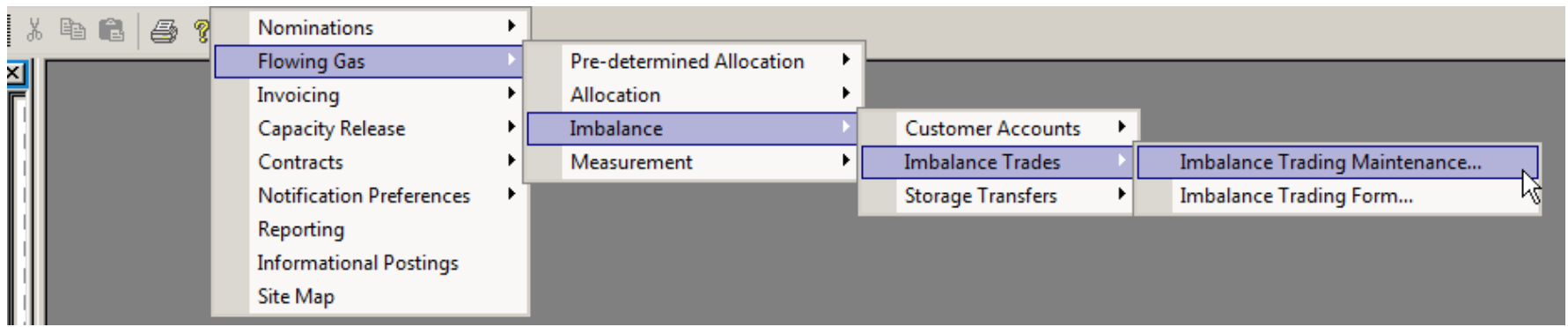
Imb Trd Trk ID: <NEW> [...] N-> Acct Per: 05/2017

TSP Contact: _____ TSP Phone: () - / _____

- Once trade request has been submitted a trade ID will be assigned
- Confirming Trader will use this ID to retrieve the pending trade



Retrieve Pending Trade for Review/Approval



Trade can be retrieved by either,

A.) Enter trade ID # as the filter value in the **Imb Trd Trk Id** column then select **“Retrieve”**

Query Filter	Imb Trd Trk Id	A
Filter Operator		
Filter Value	9999	
Default Add Value		

TSP Prop	TSP Contact	TSP Phone	Stmt D/T	Imb Trd Rsp Desc	Record Status	Init Trdr	Init Trdr P
403							
403							
0	0	0	0	0	0	0	0

TSP Prop	TSP Contact	TSP Phone	Stmt D/T	Imb Trd Rsp Desc	Record Status	Init Trdr	Init Trdr P
403			5 / 9 / 2017 8:30		Pending	1502345	9984

B.) Enter the trade ID # into the Imbalance Trade Form Screen and select **“Retrieve”**

Imbalance Trade Links

TSP / TSP Prop: 105830681 403 TSP Name:

Imb Trd Trk ID: **Trade ID #** [L] [N>] Acct Per:

TSP Contact: TSP Phone:

Initiating Trader



Trade Form: Confirming Trader Information

- Enter contact name and phone number
- Verify imbalance period and imbalance type are accurate
- To approve trade click **“Accept”**
- To deny trade click **“Reject”**

Confirming Trader

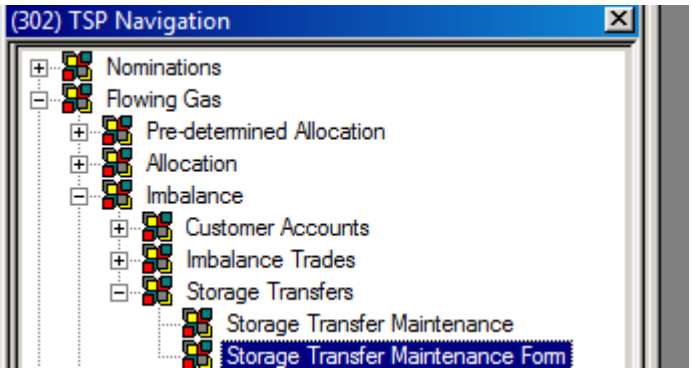
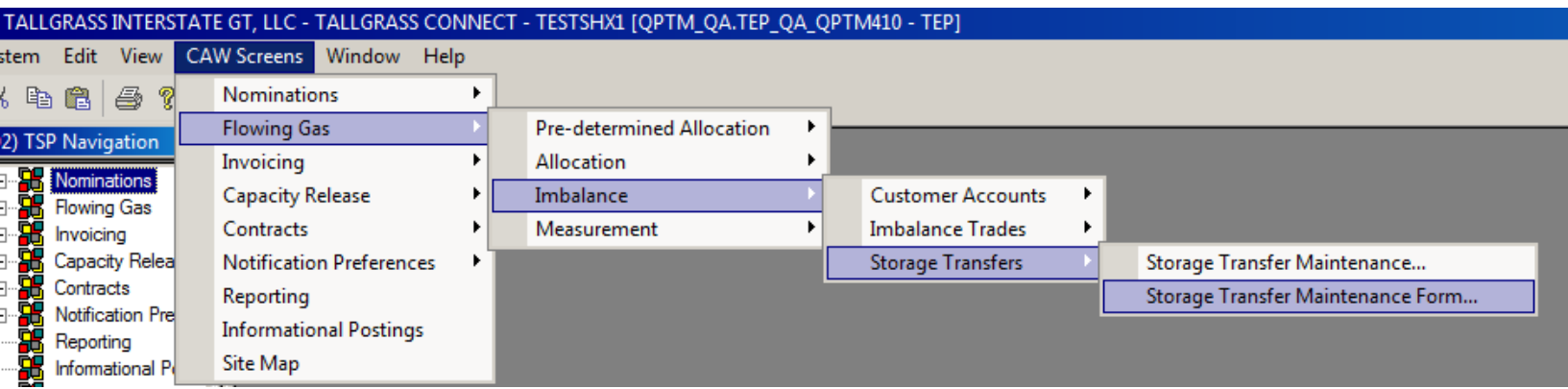
Conf Trdr:	140234567
Conf Trdr Prop:	9983
Conf Trdr Name:	Training Company Fourteen
Conf Trdr Contact:	
Conf Trdr Phone:	() - /
K - Conf Trdr:	IMBT-GID
K Holder - Conf Trdr:	140234567
K Holder - Conf Trdr Prop:	9983
K Holder - Conf Trdr Name:	Training Company Fourteen
Imb Per - Conf Trdr:	04/2017
Imb Type - Conf Trdr:	IMBALANCE
Conf Trdr Acct Type:	IMBALANCE
DIA - Conf Trdr:	SYSTEMWIDE

Retrieve	New	Help	Cancel
Accept	Reject		



Storage Transfer- Screen Navigation

Flowing Gas >> Imbalance >> Storage Transfers >> Storage Transfer Maintenance Form





Storage Transfer Form – Initiating Party

Initiating Shipper/Trader Enters the Following Details

System Edit View Screens Maintenance Window Help

Links Retrieve New Help Cancel

Submit Request

Transfer ID: <NEW> [...] Inbal Period: MONTHLY Select Daily Acct Period: 06/2017 Record Status: New

Facility: [...] Prod Period: Click in Box Gas Day: Enter Today's Date Stmt D/T: / /

Initiating Business Party

BP No.: Init. Shipper GID [...] [Green Box]

Contact: Init. Shipper Contact (First/Last Name)

Phone No./Ext: () Contact Phone Number / []

Contract No.: Init. Shipper Storage Contract Number [...] [Green Box]

OIA: []

TOS: []

Acct Type: []

Direction: To Init. Party = Injection, To Conf. Party = Withdrawal

Confirming Business Party

BP No.: Conf. Shipper GID [...] [Green Box]

Contact: []

Phone No./Ext: () / []

Contract No.: Conf. Shipper Storage Contract Number [...] [Green Box]

OIA: []

TOS: []

Acct Type: []

Direction: []

Comments: []

Transfer Dir Desc: Field Populates Transfer Direction

Transfer Quantity (DTH): Enter Transfer Quantity



Storage Transfer Form - Initiating Party

The **initiating shipper** enters all storage transfer information:

Steps 1 & 2: From Monthly to Daily-

- A transfer is a daily process that happens in ground and is effective immediately once confirmed. Storage transfers cannot be scheduled or confirmed for a prior or future date, (Gas Day must equal Stmt D/T).
- Start by changing imbalance period to daily, click in the Prod Period box below to refresh the form then enter in today's date in the field to the right.

Links Retrieve New Help Cancel

Submit Request

Transfer ID: <NEW> [...] Imbal Period: 1.) MONTHLY Switch to Daily Acct Period: 06/2017 Record Status: New

Facility: Prod Period: Click in Box Gas Day: 2.) Enter Today's Date Stmt D/T:



Storage Transfer Form - Initiating Party

The **initiating shipper** enters all storage transfer information:

3.) Initiating Party Information:

- **Enter the Shipper GID** and hit tab to update the selection or use the picklist box and search for it manually.
- **Enter the Shipper Contact Information:** (first/last Name and phone number)
- **Select Transfer Direction:** If the initiating trader is intending to receive gas the direction is “injection” or if gas is being sent to confirming party select “withdrawal”

Initiating Business Party

BP No.:	3.)	Initiating Shipper GID	<input type="text" value="..."/>	<input type="text" value=""/>
Contact:	Initiating Shipper Contact (Name)			
Phone No./Ext:	<input type="text" value="() -"/>		/ <input type="text" value=""/>	
	Shipper Contact Phone Number			
Contract No.:	Initiating Trader Storage Contract Number			<input type="text" value="..."/>
DIA:	<input type="text"/>			
TOS:	<input type="text"/>			
Acct Type:	<input type="text"/>			
Direction:	To Initiating Trader = Injection, To Confirming Trader = Withdrawal			



Storage Transfer Form - Initiating Party

The **initiating shipper** enters all storage transfer information:

4.) Transfer Quantity:

- **Verify Transfer Direction**
(reads as expected)

The screenshot shows a form with two rows. The first row is labeled 'Transfer Dir Desc:' and has a dropdown menu with the text 'Auto Populates Based off Direction Above'. The second row is labeled 'Transfer Quantity (DTH):' and has a yellow input field with the text 'Transfer Quantity'. A red '4.)' is positioned between the two rows.

- **Enter Transfer Quantity**



Storage Transfer Form - Initiating Party

The **initiating shipper** enters all storage transfer information:

5.) Confirming Party Information:

- Enter confirming shipper GID or use picklist
- Enter storage KT# provided by confirming shipper
- Once complete click “Submit Request”

Confirming Business Party

BP No.: 5.) Confirming Shipper GID ...

Contact:

Phone No./Ext: () - /

Contract No: Confirming Trader Storage Contract Number ...

OIA:

Retrieve New Help Cancel

Submit Request

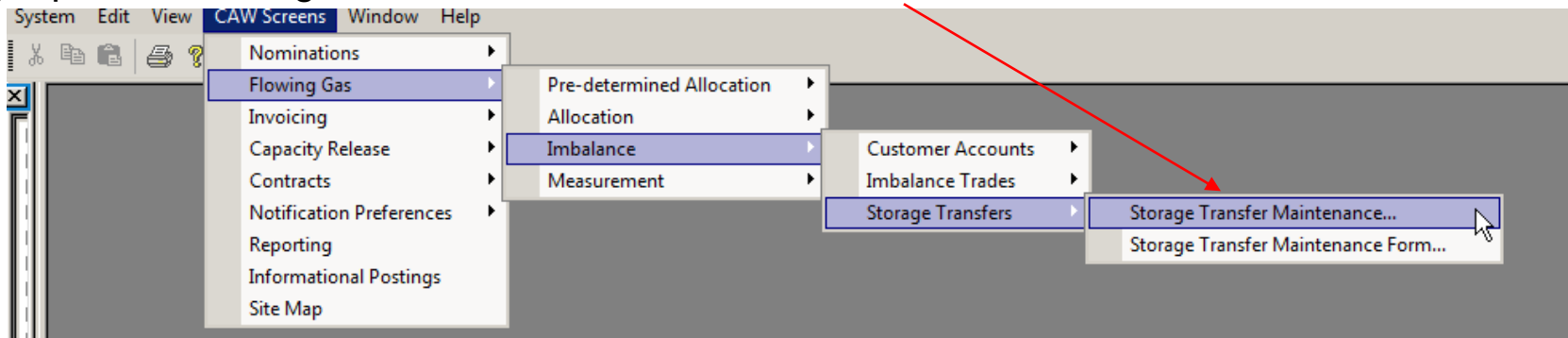


Retrieve Pending Storage Transfer for Approval

The **confirming shipper** approves transfer:

Pending Transfer Forms can be accessed two ways”

1.) Open the Storage Transfer Maintenance Screen



- Enter Transfer ID# in the Filter Value and click “**Retrieve**”

Query Filter	Acctg Month	Transfer ID
Filter Operator		
Filter Value	06/2017	9999
Default Add Value		

2.) Storage Transfer Form: Enter Transfer ID # or use picklist to search for it manually.

A screenshot of a form with two main input fields. The first field is labeled 'Transfer ID:' and contains the value '9999'. To the right of this field is a small button with three dots '...', which is highlighted with a red box. The second field is labeled 'Facility:' and contains the text 'TALLGRASS INTERSTATE GT, LLC' with a dropdown arrow on the right.



Storage Transfer Form – Confirming Party

The confirming shipper approves transfer:

- **Access Transfer-** Enter Transfer ID # provided by initiating party or use picklist to search manually.
- **Enter Contact Information:** first/last name and contact number
- Review the Transfer Info and **Accept** if approved or **Reject** to cancel
- **Communicate Record Status** with initiating party
- **Please Note:** Transfers are only valid if they are submitted and verified in the same day. Whereas **Gas Day = Stmt D/T**. This is a timely process that cannot be verified retroactively or for a future gas day.

The screenshot displays the 'Confirming Business Party' section of the software interface. At the top right, a 'Record Status' dropdown is set to 'Pending'. The 'Transfer ID' field contains '9999' and a search button with '...' is highlighted by a red box and a red arrow. The 'Facility' dropdown is set to 'TALLGRASS INTERSTATE GT, LLC'. Below this, the 'Confirming Business Party' section includes fields for 'BP No.' (17), a company name dropdown (BLACK HILLS GAS DISTRIBUTION, LLC d/I), a 'Contact' field with a red prompt 'Shipper Contact (First and Last Name)', and a 'Phone No./Ext.' field with a red prompt 'Phone Number'. At the bottom, a control bar contains buttons for 'Retrieve', 'New', 'Help', 'Cancel', 'Accept', and 'Reject'. Below the control bar, two 'Record Status' dropdowns are shown, one set to 'Valid' and one set to 'Rejected'.



For additional information regarding the trade/transfer process please contact your account director.