

**RULE 3  
ESTABLISHING SERVICE**

**REQUIREMENTS FOR ESTABLISHING SERVICES**

To establish service with the Company, an applicant must do the following:

1. Provide the Company with: a) the date service is to begin; b) whether the premise has previously received service from the Company; c) the purpose for which the gas is to be used; d) whether the applicant owns or rents the premise; e) the applicable rate schedule; and f) any other information that the Company deems necessary;
2. Establish Identity in accordance with the requirement in Section A below in this Rule; and
3. Establish Credit in accordance with the requirements found in Section B below in this Rule.

By establishing service, a customer agrees to be bound by all the terms and conditions of service as established in the Company Tariff as periodically revised and approved by the Public Utility Commission of Oregon.

**A. ESTABLISHING IDENTITY**

To establish an account, each applicant, including an applicant for co-customer, is required to provide documentation verifying his/her identity. Cascade may require: a) the name of person responsible; b) name on the account if different; c) birthdate; d) Social Security Number; e) valid Oregon driver's license; f) service address; g) billing address if different; h) telephone numbers where applicant can be reached; and i) other information as deemed necessary by the Company.

If the applicant does not wish to provide his/her Social Security Number or valid driver's license, he/she may provide a valid State or Federal picture identification; a combination of a birth certificate and current school or employer picture identification; the name of another person that can verify the applicant's identity; or other information deemed sufficient by the utility.

Once an account is established, at the customer's request, Cascade will restrict access of the account by other individuals through the use of a password.

**B. ESTABLISHING CREDIT**

Below are the criteria for establishing credit for non-residential customers. A non-residential customer who cannot meet the requirements put forth below must pay a deposit or provide other security in accordance with the terms and conditions in Rule 4.

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**ESTABLISHING SERVICE (continued)**

**B. ESTABLISHING CREDIT (continued)**

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**1. NON RESIDENTIAL SERVICE**

A non-residential applicant may establish credit if either of the following is verified:

- a. The non-residential applicant has received continuous utility service of a type and in quantities similar to the service for which application is made during the 12-month period prior to the date of the credit screen and has not received any notices of disconnection during such period; or
- b. The non-residential applicant is licensed to do business in the state of Oregon and has kept current over the past twelve months on all real estate mortgages or lease agreements, commercial loans, utility bills and trade accounts.

**COMPLIANCE TO RULES AND REGULATIONS**

By establishing an account, a customer agrees to comply with all the applicable rules and regulations as established in this Tariff as revised from time to time.