**STATE OF CONNECTICUT**

PUBLIC UTILITIES REGULATORY AUTHORITY



**Application for Review of**

**A Connecticut Electric Supplier License**

***Instructions***

Pursuant to section 16-245-2 of the Regulations of Connecticut State Agencies (Conn. Agencies Regs.), each licensed electric supplier is required to file an application for review of their license every five years. Any Applicant should refer to the specific date in the Final Decision granting the original electric supplier license or the Applicant's last completed review for specific orders. The Applicant maintains an obligation to stay current as to changes in statute, regulations or other applicable administrative law.

When filing the Review Application, the following requirements apply:

* An **electronic** **copy** of the Application, including supporting documents, must be submitted via the Authority’s Web Filing System. To file an Application electronically, go to the Authority’s website at [portal.ct.gov/pura](http://www.ct.gov/pura), select ‘Make a Filing.**’** Follow the steps listed on this web page to complete the filing process. If you already have obtained a Web Filing Account, proceed directly to the link ‘File a New Docket Application’.
* The Applicant must submit a Review filing fee of $250 made payable to the Treasurer of the State of Connecticut via either a Wire or ACH payment to the Department of Energy and Environmental Protection. A receipt from such an electronic payment must be submitted as a compliance filing in this proceeding, and identified as “XX‑XX-XX (DOCKET NO.) Review Application Fee”. Directions for making such an electronic payment are as follows:

**Wire To:** Bank of America- Treasurer State of Connecticut

**ABA/Transit/Routing #** 026009593

**Account #** 1130477

**Beneficiary/ Descriptive Detail:** DEP43000

**For ACH:** Bank of America- Treasurer State of Connecticut

**ABA/Transit/Routing #** 011900254

**Account#** 1130477

**Beneficiary/ Descriptive Detail:** DEP43000

* All materials are publicly available as filed. Any Applicant may seek a protective orderfor any part of a Review Application by filing a Motion for Protective Order. Such Motion should identify the need for protection pursuant to standards outlined in the Connecticut Freedom of Information Act, Conn. Gen. Stat. §1-200, et seq. The Authority will rule on the Motion, and order subsequent filing instructions if necessary.
* All attachments, including Exhibits and Affidavits, should be clearly identified. For example, Exhibit A-10 should be marked, “Exhibit A-10: Business Registration.” All pages should be numbered and attached in sequential order. Please see List of Attachments to ensure the Application is complete prior to filing.
* By including any e-mail addresses in connection with the Applicant, the Applicant agrees to receive official correspondence from PURA, at this electronic address, concerning the subject application. The Applicant should check their security settings to be able to receive e-mails from “ct.gov” addresses. The Applicant must notify PURA in the event of a change in any regulatory contact(s).
* Applicants will be promptly notified if their application appears incomplete.

Direct any questions about the Authority’s electronic filing requirements, to PURA’s Executive Secretary at 860‑827‑1553 (press 3) or via e-mail to [pura.executivesecretary@ct.gov](mailto:pura.executivesecretary@ct.gov).