

Requesting Transmission Service

BPA Transmission Business Practice

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This business practice describes the process and guidelines for requesting Point-to-Point (PTP) or Network Integration (NT) Transmission Service from BPA on the Open Access Same-Time Information System (OASIS).

BPA Policy References

- [Open Access Transmission Tariff \(OATT\)](#): Sections 13, 14, 16, 17, 18, 22
- [Transmission Rate Schedules/Provisions](#): Reservation Fee; Network Integration Rate; Point-to-Point Rate; Southern Intertie Rate; and Montana Intertie Rate

For more information, visit the [BPA Transmission Business Practices webpage](#) or submit questions to techforum@bpa.gov.

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A. Pre-Evaluation of Transmission Service Availability

1. BPA has provided both the Long-Term (LT) Transmission Inventory Map(s) and the Transmission Reservation & Available Transfer Capability (ATC) Analysis Request available on the [Transmission Availability webpage](#) for Customers to determine whether there is sufficient ATC across specific points on BPA's Transmission System prior to submitting a Long-Term Firm Transmission Service Request (TSR) on OASIS.

B. TSR Requirements

1. A Customer must have a signed Service Agreement with BPA.
 - a. Refer to the [Becoming a BPA Transmission Services Customer webpage](#) for required information and procedures.
2. A Customer must have access to the OASIS.
3. Customers must submit LT, Short-Term (ST) and Hourly TSRs on OASIS.
4. TSRs over the Network, Southern Intertie, and the Montana Intertie must be submitted as separate requests for transmission service and are evaluated independently.
5. TSRs must be submitted within the reservation windows in Section E.
6. Prior to submitting a PTP TSR, the Customer must:
 - a. Refer to the PTP TSR Procedures document for the applicable request type for submission.
 - b. Refer to the Conditional Firm Service and the TSR Study and Expansion Process (TSEP) Business Practice for Conditional Firm offer details.
7. The MW requested in a LT Firm (LTF) PTP TSR must be a flat transmission capacity MW profile for the full duration of the reservation.
8. Prior to submitting an NT TSR, the Customer must:
 - a. Refer to the Network Integration (NT) Transmission Service Business Practice.
 - b. Refer to the [NT TSR User Guide](#).
 - c. Refer to Section C for partial offer details.
 - d. Refer to the TSR Study and Expansion Process (TSEP) Business Practice.
9. A TSR must be WITHDRAWN and resubmitted as a new TSR if the Customer wants to make any changes to any field.
 - a. This does not apply to updating the Customer Comments field.
 - b. A new Queue Position will be determined based on the TSR's queued time.
 - c. If BPA directs the Customer to submit a conformance TSR and a Parent TSR is identified in the Deal Ref field, BPA will override the queue time to retain the Queue Position of the Parent TSR.
10. For Deferrals, Redirects, Renewals (Reservation Priority), Consolidation, Transfers and Resales TSR submittals refer to the applicable business practices for specific requirements.

C. Partial Service Consideration Criteria for LT

1. Partial Service is Firm PTP or NT Transmission Service that can be provided for a portion of the term (from six (6) months up to four (4) years) and/or demand (MW) of the TSR.
2. Under certain circumstances, BPA may be able to offer Partial Service without Reservation Priority (Renewal) and Extensions of Commencement of Service (Deferral).
 - a. To be considered for such a Partial Service offer, the Customer must, at the time of the TSR submittal, specify in the TSR Customer Comment field that the Customer wants the TSR considered for Partial Service without Reservation Priority and Deferral rights. (Example: Partial Service w/o Renewal/Deferral).
 - b. A TSR for which a Customer includes this comment will also be eligible for offers of Partial Service that include Reservation Priority (Renewal) and Extensions for Commencement of Service (Deferral) consideration.
3. If the Customer does not provide a Partial Service Customer comment, the TSR will only be considered for Partial Service offers with Reservation Priority and Extensions for Commencement of Service consideration.
4. If a TSR whose remaining duration is less than one (1) year but 60 Calendar Days or more from the requested Stop Date, a Partial Service offer would be for the remainder of the requested term.

D. Newpoint Designation

1. The Customer must designate Newpoint on a TSR when either the POR or the POD is at an interconnection point on BPA's transmission system when:
 - a. No substation yet exists; or
 - b. The transmission facilities do exist, but a point is not modeled on OASIS.
2. Prior to approving a Newpoint designation, BPA will consider whether granting the Newpoint will negatively impact transmission service to other Customers and is consistent with good utility practice and contractual commitments.
3. Newpoint can only be designated for a LTF-YEARLY PTP or LTF-YEARLY NT request.
 - a. The Source and/or Sink must be NEWPOINT
 - b. The POR and/or POD must be NEWPOINTBPAT
4. Newpoint Interconnection on BPA's flow-based paths where no substation yet exists:
 - a. The TSR must include the specific geographical reference point information and/or the specific associated Generation Interconnection Request (GI) number(s), in the Comments field of the TSR.
 - i. The specific geographical reference point information and the specific associated GI number(s) included in the Comments field cannot be modified once the TSR is submitted.

7. BPA may build and identify a new OASIS Source/Sink and/or POR/POD consistent with the location identified in Sections D.4.a or D.5.c when the interconnection facilities are energized.
 - a. A PTP Customer must conform a TSR to the identified Source/Sink and/or POR/POD as directed by BPA in order to use the service from the interconnection location.
 - i. If the Customer was granted an offer of service based on a TSR, pursuant to the procedures described in Section D.6.b, the Customer must further conform their ~~TSR~~-service by submitting a Redirect TSR. Refer to the Redirect of Transmission Service Business Practice for guidelines on submitting a Redirect TSR.
 - ii. If the Redirect TSR is received within 30 Calendar Days from the date BPA has provided notification to the Customer that identifies a new Source/Sink and/or POR/POD on OASIS consistent with the location identified in Sections D.4.a or D.5.c, BPA will deem the Redirect TSR to have no ATC impacts and will grant the Redirect TSR.
 - iii. If the Redirect TSR is received after 30 Calendar Days from notification, it will be assessed for ATC impacts as a new Redirect Request.
 - b. BPA will give NT Customers specific instructions on how to conform TSR(s).
8. Newpoint for existing facilities (substation and voltage) when no Source or Sink is designated on OASIS:
 - a. The TSR must reference an existing facility in the Comments field of the TSR.
 - i. The existing facility in the Comments field cannot change once the TSR is submitted.
 - b. Subject to Section D.1.b, BPA will build and identify a new Source/Sink and/or POR/POD on OASIS and notify the Customer by email to conform a TSR to the new point.
 - i. The Customer must conform its Newpoint TSR by submitting a new conformance TSR that matches the TSR conformance instructions the Customer receives from the Customer's assigned Transmission Account Executive within five (5) Business Days or its Newpoint TSR will be DECLINED and the TSR will receive no further consideration.
 - ii. The Deal Ref of the conformance TSR must reference the parent Newpoint TSR number in order to preserve the Customer's queue time.

E. TSR Submittal Timelines

1. The Customer must submit TSRs in accordance with the reservation timeframes specified below.

Transmission Service Products	Transmission Service Classification	NERC Priority	Reservation Window	Duration
F-Yearly PTP or F-Yearly NT	Firm	7	Beginning 10 years prior to the Service Commencement Date (SCD), up to 60 days in advance of the calendar month in which service is to commence, and less time as practicable	Begins 00:00 hours on the first day of the month for no less than a year (12 calendar months) and no more than 30 years
STF-Monthly PTP, STF-Monthly NT	Firm	7	No earlier than 365 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 28 days and no more than 364 days; end date can be no later than 13 months from the TSR queue date
STF-Weekly PTP, STF-Weekly NT	Firm	7	No earlier than 14 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 7 days and no more than 27 days
STF-Daily PTP, STF-Daily NT	Firm	7	No earlier than 7 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days
F-Daily Loss Return	Firm	7	No earlier than 7 days before delivery, up to 15:00 of the WECC Preschedule day	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days
F-Hourly Loss Return	Firm	7	No earlier than 7 days before delivery, up to 15:00 of the WECC Preschedule day	Begins at XX:00 one day and may continue up to 00:00 hours of the following

Transmission Service Products	Transmission Service Classification	NERC Priority	Reservation Window	Duration
				day for no more than 24 hours
F-Hourly PTP, F-Hourly NT	Firm	7	Beginning at 9:00 of the WECC Preschedule day, up to twenty (20) minutes prior to the start of the operating day.	Begins at XX:00 one day and may continue up to 00:00 hours of the following day for no more than 24 hours
ST Non-Firm Monthly NT	Non-Firm	6	No earlier than 60 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 28 days and no more than 364 days
ST Non-Firm Weekly NT	Non-Firm	6	No earlier than 14 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 7 days and no more than 27 days
ST Non-Firm Daily NT	Non-Firm	6	No earlier than 2 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days
NF-Hourly NT	Non-Firm	6	Beginning at 10:00 of the WECC Preschedule day, up to the end of the Operating Hour.	Begins XX:00 one day and may continue up to 00:00 hours of the following day for no more than 24 hours
ST Non-Firm Monthly PTP	Non-Firm	5	No earlier than 60 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 28 days and no more than 364 days
ST Non-Firm Weekly PTP	Non-Firm	4	No earlier than 14 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 7 days and

Transmission Service Products	Transmission Service Classification	NERC Priority	Reservation Window	Duration
				no more than 27 days
ST Non-Firm Daily PTP	Non-Firm	3	No earlier than 2 days before delivery, up to 20 minutes prior to the start of flow	Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days
NF-Hourly PTP	Non-Firm	2	Beginning at 10:00 of the WECC Preschedule day, up to the end of the Operating Hour	Begins XX:00 one day and may continue up to 00:00 hours of the following day for no more than 24 hours
NF-Secondary Hourly PTP	Non-Firm	1	Beginning at 10:00 of the WECC Preschedule day, to the end of the Operating Hour	Begins XX:00 one day and may continue up to 00:00 hours of the following day for no more than 24 hours

F. Short-Term & Hourly TSR Processes

1. ST NT TSRs:

- a. Monthly, Weekly, and Daily ST Firm and Secondary Non-Firm requests may contain a shaped MW demand.
- b. The shaped MW demand may only be in the increments of service requested:
 - i. Monthly NT Service may be shaped in monthly increments.
 - ii. Weekly NT Service may be shaped in weekly increments.
 - iii. Daily NT Service may be shaped in daily increments.
 - iv. Hourly NT Service may be shaped in hourly increments.
- c. A shaped service in the Monthly, Weekly, and Daily increments may include 0 MW increments, except at the beginning or the end of the profile.
- d. A shaped service in Hourly increments may include 0 MW, including at the beginning and/or end of the profile.

2. ST PTP TSRs

- a. Monthly, Weekly, and Daily ST Firm and Non-Firm requests MW demand cannot be shaped.
- b. Hourly requests can be shaped.
 - i. A shaped service in Hourly increments may include 0 MW, including at the beginning and/or end of the profile.

3. Upon submittal, ST Firm and Non-Firm TSRs are evaluated for ATC and Network Congestion impacts in accordance with the Transmission Service Requests (TSR) Evaluation Business Practice.
 - a. If ATC is insufficient to make a full offer, TSRs will be evaluated for the opportunity to challenge earlier-submitted but lower reservation priority TSRs and reservations for ATC as set forth in the [Preemption of Short-Term Transmission Service Requests and Reservations Business Practice](#).
4. If BPA has sufficient ATC to make a full offer, the TSR will be given an OASIS status of ACCEPTED.
 - a. If the TSR was submitted Preconfirmed, the OASIS status of the TSR will automatically change to CONFIRMED.
 - b. If the TSR was not submitted Preconfirmed, the Customer may WITHDRAW or CONFIRM the TSR on OASIS within the specified time limit in the Response Field of the TSR. The time limit can be found in Section O.
 - i. If the Customer does not respond within the specified time limit, the OASIS status of the TSR will automatically change to a final state of RETRACTED, and the TSR will receive no further consideration.
5. If BPA does not have sufficient ATC to make a full offer but has sufficient ATC to make a Partial Service offer, BPA will set the OASIS status to COUNTEROFFER.
 - a. Monthly, Weekly, and Daily ST Firm TSRs will be COUNTEROFFERed in flat Daily increments.
 - i. Hourly TSRs may be COUNTEROFFERed in shaped Hourly increments.
 - b. A Customer may rebid capacity once BPA changes a TSR for PTP or NT Transmission Service to any of the following statuses on OASIS: ACCEPTED, CR_ACCEPTED, COUNTEROFFER, or CR_COUNTEROFFER. See Section P for REBID information.
6. A Customer may submit an annulment request for a CONFIRMED TSR (Reservation) to the Reservation Desk at tblresdesk@bpa.gov with the following information:
 - a. AREF of the Reservation to be annulled;
 - b. The reason for the annulment; and
 - c. Replacement TSR.
7. BPA will be unable to annul a Reservation when:
 - a. The Reservation was submitted in error and the Customer is unable to provide a Replacement TSR to prove correction of the error; or
 - b. The Reservation has any actions (*i.e.*, Redirects, Resales, or E-Tags) that decrement the Reservation.
8. Customers should submit a TSR and its associated e-Tag(s) only for the purpose of using the reserved transmission rights to deliver energy products across the identified path to the specified delivery location for non-firm transmission.
 - a. The intentional creation and withdrawal of e-Tags with no expectation of actual energy delivery for the intended purpose of creating counter-flow ATC to allow a

Customer to acquire additional non-firm transmission rights, is not considered a genuine transaction.

- b. This behavior impacts BPA's ability to efficiently and equitably manage its transmission product offerings pursuant to the BPA OATT.

G. Columbia Market Short-Term Reservation Point

1. In the Short-Term market, a Customer may submit a TSR using the Columbia Market (COLUMBIAMKT) reservation point as a POR/POD to e-Tag either MIDCRemote or Northwest Market Hub (NWH).
 - a. The COLUMBIAMKT reservation point has a PTDF composite of the NWH and the MIDCRemote reservation points.
 - b. COLUMBIAMKT is not available for use in the Long-Term market.
 - c. For associated e-Tag points, refer to the Reservation to E-Tag Point Relationships document.

G.H. Service Across Multiple Transmission Systems (SAMTS)

1. Customers may submit a Coordinated Request (CR) on OASIS that is linked to other TSRs or reservations.
 - a. A linked TSR is referred to as a CR.
 - b. A group of TSRs and/or reservations is referred to as a Coordinated Group (CG).
2. The following Service Types and increments are eligible to be CR.
 - a. LTF-YEARLY PTP
 - b. LTF-YEARLY NT
 - c. STF-MONTHLY PTP
 - d. STF-MONTHLY NT
 - e. NF-MONTHLY PTP
 - f. NF-MONTHLY NT
3. Newpoint and Resale TSRs/reservations are not eligible for CRs.
4. CR TSRs in the CG do not have to have the same capacity or duration as the other TSRs.
5. BPA's CRs are queued and evaluated the same as any other TSR as set forth in the Transmission Service Request (TSR) Evaluation Business Practice.
6. A CG is not considered valid unless there are at least 2 different Transmission Providers within the CG.
7. Within 24 hours of the CR submittal, the Customer must attest that the CG has a contiguous reservable market path.
 - a. BPA will not accept or counteroffer a CR until the Customer meets the attestation requirement.

- b. Until the Customer accepts the attestation requirement, a CR will not be considered eligible to challenge under the Preemption process set forth in the [Preemption of Short-Term Requests and Reservations Business Practice](#).
8. The Customer must update the OASIS status from PROPOSED to ATTESTED within 24 hours from the TSR queue time.
 - a. The OASIS status will automatically be updated to INVALID if the Customer does not attest within the 24 hours.
9. After the evaluation of the CR TSR, BPA will update the OASIS status of the CR TSR to CR_ACCEPTED or CR_COUNTEROFFER if a full or partial offer of service is awardable.
10. BPA can change the OASIS status of the CR TSR to a final state (*i.e.*, INVALID, REFUSED, *etc.*) at any time as set forth in BPA business practices.
11. A Customer may REBID capacity of a CR in a CR_ACCEPTED or CR_COUNTEROFFER state when any TSR in the CG is denied or the capacity offered is less than the capacity requested.
 - a. Refer to the PTP TSR Procedures document for REBID information.
 - b. A Customer cannot rebid if all of the CRs in the CG are CONFIRMED.
 - c. The CR TSR will not be considered a Defender in the Preemption process while the OASIS status is CR_ACCEPTED, CR_COUNTEROFFER, or REBID.
12. The Customer has the option to change the status from CR_ACCEPTED or CR_COUNTEROFFER to CONFIRMED prior to knowing the final disposition of all CRs.
13. The Customer must change the TSRs CR Disposition to the type of service being offered, and enter the CR Disposition Time to notify the Transmission Providers impacted by the CR when a response has been made to any of the TSRs in the CG.
14. The process for offering and confirming service is the same as any other TSR once the confirmation time limit of the CR is initiated. The confirmation time limit is initiated when all TSRs in the CG have been placed in CR_ACCEPTED, CR_COUNTEROFFER, or any final status.
15. Once a CR is CONFIRMED on OASIS, it will be considered eligible to be a Defender in the Preemption process the same as any other ST reservation.

H.I. Third Party Supply of Balancing Reserves TSR

Submittal:

1. Reserved on Firm Hourly, Daily, Weekly, or Monthly PTP Transmission Service.
2. Delivered to new Third Party Supply or Self Supply Centroid. A Centroid is a unique scheduling point designated by BPA for delivery of power from an INC Resource to supply balancing to a virtual facility.
3. BPA will not evaluate AFC impacts, nor encumber AFC capacity on BPA's flow-based paths.
4. BPA will evaluate ATC impacts and will encumber ATC capacity on BPA's 1:1 paths.

5. Reservations on BPA’s 1:1 paths will be subject to Preemption as set forth in the [Preemption of Short-Term Requests and Reservations Business Practice](#).
6. Reservations used for Third Party Supply or Self Supply Balancing Reserves will be charged in accordance with the prevailing Firm PTP Rate Schedule.
7. Customers will receive a billing credit for the transmission allocation scheduled for delivery of Third Party Supply or Self Supply of Balancing Reserves.

I.J. TSR Validation Denial Reasons

1. If a TSR is deemed INVALID, REFUSED or DECLINED, one of the denial reasons in Section J will be stated in the Seller Comment field of the TSR describing why the TSR was denied.

TSR Validation Rules	
Denial Reason (Seller Comments)	Rule Description
Insufficient Available Flowgate Capacity (AFC)	Verifies the AFC requested by the TSR is available
Insufficient ATC	Verifies the ATC requested by the TSR for the intertie and/or regional interconnection is available
INVALID Cust, Cont #, or Type	Validates the Customer's contract and the requested type of service is valid for the specified contract
INVALID Deferral Criteria	Verifies that the Deferral TSR is prepared in accordance with the documented Deferral rules
INVALID POR or POD	Verifies that the POR/POD data on the TSR match BPA PORs and PODs
INVALID POR/Source or POD/Sink (LT only)	Verifies that the TSR Source/Sink (if entered) map to the POR/POD
INVALID Price Entered	Verifies ceiling price entered on TSR
INVALID Redirect Criteria	Verifies that the Redirect TSR is prepared in accordance with the documented Redirect rules
INVALID Renewal Criteria	Verifies that the Renewal TSR is prepared in accordance with the documented Renewal rules
INVALID Resale Criteria	Verifies that the Resale TSR is prepared in accordance with the documented Resale rules
INVALID Source/Sink	Verifies that the Source/Sink data on the TSR match BPA Source/Sink data
Timing Validation Failed	Verifies service timing rules and verifies WECC Preschedule Calendar and BPA timing rules
3PS, .SS, and SUP TSR Checks	Verifies TSRs with PORs or PODs ending in .3PS, SS, or .SUP are for Firm Hourly, Daily, Weekly, or Monthly PTP service

2. BPA retains the right to add or change denial reasons without notice.
3. BPA will change the status of the LTF TSR from QUEUED to RECEIVED, once BPA verifies that the information in each of the required TSR fields is valid.

J.K. TSR Deposits and Non-Refundable Processing Fees

1. The following table identifies which TSR transactions require a TSR Deposit, Non-Refundable Processing Fee, and/or supplemental information:

TSR	Deposit Required	\$2500 Non-Refundable Processing Fee Required	Supplemental Information Required
Original LTF PTP	Yes	Yes	None
Original LTF NT TSR for a New Network Customer	Yes	Yes	Attestation
LTF NT TSR for service to New Network Load	Yes	Yes	Attestation
NT: ST Firm (STF), Hourly Firm, and Hourly Non-Firm	No	No	Attestation
Addition or Modification of a Designated Network Resource (DNR) to an existing NT Service Agreement	No	No	Attestation
Deferral (Extension for Commencement of Service)	No, refer to the Deferral of Transmission Service (Extension for Commencement of Service) Business Practice for reservation fee requirements	No	None
Transfer of Transmission Service	No	No	Transfer Template

2. The Customer must provide a TSR Deposit and a Non-Refundable Processing Fee when the Customer submits an eligible LTF PTP or NT TSR.
3. LTF PTP TSR Deposit Amount:
 - a. The TSR Deposit is equal to the charge for one (1) month of PTP Transmission Service using the applicable monthly rate for PTP Transmission Service in effect at the time the TSR is placed into a QUEUED status on OASIS.
 - b. The amount of the TSR Deposit is calculated based on the TSR MWs requested and does not reflect associated Ancillary Services costs or credits for Short Distance Discount (SDD).
 - c. All TSR Deposits are non-transferrable and may not be used as a Deposit for TSR.
4. LTF NT TSR Deposit amount:
 - a. The TSR Deposit is equal to the charge for one (1) month of NT Transmission Service based on the MWs requested using the NT Rate Base Charge in effect at the time the TSR is placed into a QUEUED status on OASIS

- b. The amount of the TSR Deposit is calculated based on the TSR MWs requested and does not reflect associated Ancillary Services costs or credits for SDD.
5. Non-Refundable Processing Fee:
 - a. In addition to a TSR Deposit, when a LTF PTP or NT TSR is submitted on OASIS, the Customer must provide a separate \$2500 Non-Refundable Processing Fee to BPA for each TSR.
 - b. Please refer to the table in Section K, for a list of TSRs which require a \$2500 Non-Refundable Processing Fee.
6. Receipt of TSR Deposit and Non-Refundable Processing Fee:
 - a. The TSR Deposit must be received by BPA, or into an escrow account, by Close of Business (COB) no later than five (5) Business Days after the OASIS status of the TSR is changed to RECEIVED or the OASIS status of the TSR will be changed to DECLINED and the TSR will receive no further consideration.
 - b. The Non-Refundable Processing Fee must be received by BPA by COB no later than five (5) Business Days after the OASIS status of the TSR is changed to RECEIVED or the OASIS status of the TSR will be changed to DECLINED and the TSR will receive no further consideration.
7. TSR Deposit Funds and Non-Refundable Processing Fee Payment Options:
 - a. Funds may be deposited either directly with BPA or into an escrow account established by the Customer.
 - b. The Non-Refundable Processing Fee must be paid directly to BPA and cannot be placed into an escrow account.
 - c. Customers submitting a TSR Deposit with BPA may include the Non-Refundable Processing Fee with the same payment.
 - d. Funds deposited with BPA will not earn interest.
 - e. TSR Deposit Funds and Non-Refundable Processing Fees paid directly to BPA.
 - i. TSR Deposit Funds and Non-Refundable Processing Fees must be remitted in accordance with instructions available at the [How to Pay BPA webpage](#). Customers may also contact BPA's Accounts Receivable at (503) 230-5788 or the Customer's assigned Transmission Account Executive for instructions.
 - ii. When making electronic payments, Customers must include the words "TSR Deposit" and, if possible, reference at least one of the TSR numbers submitted in the memo field.
 - f. If a Customer is unable to pay electronically, BPA will allow the submission of paper checks. Prior to sending a paper check, the Customer must contact BPA's Accounts Receivable at (503) 230-5788, the Customer's assigned Transmission Account Executive, or the Fee Administrator at (360) 619-6097 for instructions.
8. Establishing and funding an escrow account for TSR Deposits:
 - a. An escrow agreement must be established in advance of submitting a TSR in order to meet the deposit timelines set out in Section J.

- b. The Customer must acknowledge in the agreement that the escrow account is for the benefit of BPA.
 - c. An escrow account and the related agreement must be with a federally chartered financial institution specified by BPA, which will act as Trustee for the Customer. For a list of institution(s), please contact the Fee Administrator either by telephone at (360) 619-6097 or email at escrow@bpa.gov.
 - d. The Customer is solely responsible for the setup costs and administrative fees associated with the escrow account.
 - e. The Customer must notify the Fee Administrator of the establishment of an escrow account.
 - f. The Customer must ensure that the Trustee notifies the Fee Administrator of the Trustee's receipt of the deposited funds when received by the Trustee.
 - g. The Customer must notify the Fee Administrator in writing that the funds have been deposited into the established escrow account.
 - h. The Customer must place the required deposit for each TSR into the escrow account.
 - i. Additional deposits for separate TSR(s) may be made into the existing escrow account, but must be separately identified and accounted for in a sub-account.
9. TSR Deposit Treatment:
- a. For TSRs with a final OASIS status of DECLINED, REFUSED, WITHDRAWN, RETRACTED or CONFIRMED:
 - i. If the TSR Deposit was paid directly to BPA, the TSR Deposit will be returned within 30 Calendar Days of the final status change of the TSR on OASIS.
 - ii. If the TSR Deposit is in an escrow account, BPA will authorize the release of the TSR Deposit with any accrued interest within 30 Calendar Days of the final status change of the TSR on OASIS.
 - b. A pending refund may not be used as the TSR Deposit for a new TSR.
 - c. All TSR Deposits are non-transferable and may not be used as a deposit for a newly submitted TSR.

K.L. Completed Application Criteria

1. A Completed Application for LTF PTP or NT Transmission Service includes:
 - a. TSR is in a RECEIVED status on OASIS.
 - b. Required deposits and Non-Refundable Processing Fees paid, and received in the timeframe specified.
 - c. Supplemental information is submitted, if required.
2. Once BPA receives a Completed Application, BPA will change the OASIS status of the TSR to STUDY.

3. Within 30 Calendar Days of receiving a Completed Application, BPA will respond to the Customer with either an offer of service or a notice that an offer cannot be made at this time.
4. Changes cannot be made to an existing TSR, the TSR must be WITHDRAWN by the Customer.
5. If the Customer submits a new TSR, the queue time will be the time the TSR is QUEUED on OASIS.
6. If the TSR is for conformance, the queue time will be overridden to match the Parent TSR's queue time.

L.M. Offering Long-Term Firm Transmission Service

1. If BPA is able to make a full service offer to the Customer:
 - a. BPA will tender the Customer a signed original of the Exhibit for PTP or NT Transmission Service.
 - b. The Customer must countersign and return the original Exhibit to BPA no later than COB on the 15th Calendar Day from the date of tender to the Customer.
 - c. If the Customer fails to countersign and return the original Exhibit within the specified timeframe, BPA will change the OASIS status of the TSR to DECLINED and the TSR will receive no further consideration.
 - d. If the Customer countersigns and returns the original Exhibit within the specified timeframe BPA will change the OASIS status of the TSR to ACCEPTED.
 - i. If the TSR is Preconfirmed, the TSR status will update automatically to a CONFIRMED status on OASIS.
 - ii. If the TSR is not Preconfirmed, the Customer must change the OASIS status of the TSR to CONFIRMED no later than COB on the 15th Calendar Day after the date BPA changes the OASIS status to ACCEPTED; and
 - iii. If the Customer does not place the TSR into a CONFIRMED status within 15 Calendar Days, the TSR status will automatically change to RETRACTED and the TSR will receive no further consideration.
 - e. The Customer may REBID a non-Preconfirmed TSR that is in ACCEPTED status. If the Customer submits a REBID, BPA will revise the Exhibit to reflect the reduced capacity due to the REBID and proceed again with Sections L.2.a through L.2.e.
2. If BPA is able to make a Partial Service offer to the Customer:
 - a. BPA will tender the Customer a signed original of the Exhibit for PTP or NT Transmission Service.
 - b. The Customer must countersign and return the original Exhibit to BPA no later than COB on the 15th Calendar Day from the date of tender to the Customer.
 - c. If the Customer fails to execute and return the original Exhibit within 15 Calendar Days, BPA will change the OASIS status of the TSR to DECLINED and the TSR will receive no further consideration.

- d. If the Customer countersigns and returns the original Exhibit within the specified timeframe BPA will change the OASIS status of the TSR to COUNTEROFFER.
- e. The Customer will have 15 Calendar Days to change the OASIS status of the TSR to REBID, CONFIRMED or WITHDRAWN within 15 Calendar Days, whether or not the TSR has been Preconfirmed.
 - i. The Customer may CONFIRM the COUNTEROFFER (See the PTP TSR Procedures document for counteroffer confirmation process steps); or
 - ii. The Customer may rebid the COUNTEROFFER (See Section P of this business practice for information and the PTP TSR Procedures document for REBID process steps).
3. If the Customer fails to respond within the specified time limit, BPA will update the OASIS status to DECLINED, for REBID, the OASIS status will automatically change the status to RETRACTED and the TSR will receive no further consideration.
4. If the termination date of a Partial Service offer that has Reservation Priority is one year or less from its Stop Date, the Customer must submit a Renewal TSR on the same day the Partial Service TSR is CONFIRMED to maintain Reservation Priority.

M.N. Remainder TSR Submittal due to Partial Service offer

1. A Customer that accepts an offer of Partial Service may submit a Remainder TSR for the portion of the term and/or amount of demand that the Customer initially requested but was not included in the offer of Partial Service (Parent TSR).
2. The Customer must submit a Remainder TSR within five (5) Business Days of the Parent TSR being CONFIRMED on OASIS.
 - a. BPA will provide the Customer with the parameters for submitting a Remainder TSR(s) when it tenders an offer of Partial Service for the Parent TSR.
 - b. BPA will override the queue time of the Remainder TSR to match the queue time of the Parent TSR once BPA changes the Remainder TSR's status to RECEIVED/STUDY.
 - i. Remainder TSR will hold the same queue position as the Parent TSR.
 - ii. Remainder TSR will continue to encumber for the capacity not awarded in the Partial Service offer.
 - c. If more than one Remainder TSR is needed to retain the remaining Parent TSR capacity, queue order will be determined first by queue time, then by the Remainder TSR AREF with the oldest AREF holding the higher queued position.
3. If the Customer fails to submit a Remainder TSR(s) by the fifth (5th) Business Day, the remaining capacity encumbered for the Parent TSR will be released.
4. Remainder TSRs will be evaluated in accordance with the Transmission Service Reservation (TSR) Evaluation Business Practice.
5. If the CONFIRMED Parent TSR is a REBID, the Customer may not submit a Remainder TSR for the capacity released by the REBID.

N.O. REFUSED 60 Calendar Days Prior to TSR Stop Date

1. When a pending LTF TSR has a remaining duration of less than 60 Calendar Days (that is, there are less than 60 Calendar Days until the requested service termination date), BPA will update the OASIS status to REFUSED and the TSR will receive no further consideration.
 - a. If the pending TSR is associated with BPA's Cluster Study or an Individual Study refer to the TSR Study and Expansion Process (TSEP) Business Practice.

O.P. TSR Response Timing Requirements

1. BPA follows the TSR response times outlined below:

Class	Service Increment	Queued Prior to Start	Transmission Provider Evaluation Time Limit	Customer Confirmation Time Limit ¹ after ACCEPTED or COUNTEROFFER ²	Customer Confirmation Time Limit ^{1,7,8} after CR_ACCEPTED or CR_COUNTEROFFER	Transmission Provider Counter Time Limit after REBID ⁶
Firm or Non-Firm	Hourly	<1 Hour	Best effort	5 Minutes	N/A	5 Minutes
Firm or Non-Firm	Hourly	>1 Hour and < 8 Hours	30 Minutes	5 Minutes	N/A	5 Minutes
Firm or Non-Firm	Hourly	>8 Hours	30 Minutes	30 Minutes	N/A	10 Minutes
Firm	Daily	< 24 Hours	Best effort	2 Hours	N/A	30 Minutes
Firm	Daily	N/A	Best effort, but less than 30 Days ^{3,5}	24 Hours	N/A	4 Hours
Non-Firm	Daily	N/A	30 Minutes	2 Hours	N/A	10 Minutes
Firm	Weekly	N/A	Best effort, but less than 30 Days ^{3,5}	48 Hours	N/A	4 Hours
Non-Firm	Weekly	N/A	4 Hours	24 Hours	N/A	4 Hours
Firm	Monthly	N/A	Best effort, but less than 30 Days ^{3,5}	4 Days ⁵	4 Days ⁵	4 Hours
Non-Firm	Monthly	N/A	2 Days ⁵	24 Hours	24 Hours	4 Hours
Firm	Yearly	60 Days ^{4,5}	30 Days ⁵	15 Days ⁵	15 Days ⁵	4 Hours

¹Confirmation time limits are not to be interpreted to extend reservation deadlines or to override Preemption deadlines set forth in Section 13.2 of the BPA OATT and in the Preemption of Short-Term Requests and Reservations Business Practice.

²Measurement starts at the time the TSR is first moved to either ACCEPTED or COUNTEROFFER. The time limit does not reset on subsequent changes of state.

³Subject to expedited time requirements. BPA will make best efforts to respond within 72 hours, or prior to the reservation scheduling deadline, whichever is earlier, to a request for Monthly/Weekly/Daily Firm Service received during period 2-30 days ahead of the service start time.

⁴BPA may process TSRs queued < 60 days prior to start if practicable.

⁵Days are defined as Calendar Days.

⁶Measurement starts at the time the Transmission Customer changes the state to REBID. The measurement resets each time the TSR is changed to REBID.

⁷Confirmation time limit for all Coordinated Requests in a Coordinated Group is established by selecting the longest confirmation time limit of any Coordinated Request in that Coordinated Group.

⁸Measurement starts based on the time the last of all Coordinated Requests in the Coordinated Group has been moved to CR_ACCEPTED, CR_COUNTEROFFER, or some final state. The time limit does not reset on subsequent changes of state.

P-Q. REBID Offers of Service

1. The Customer may rebid capacity once BPA changes a TSR for PTP or NT Transmission Service to COUNTEROFFER/CR_COUNTEROFFER or ACCEPTED/CR_ACCEPTED status on OASIS.
 - a. A Preconfirmed TSR that is ACCEPTED/CR_ACCEPTED cannot be rebid.
 - b. Refer to the PTP TSR Procedures document for REBID submittal information.
2. The Customer must submit a REBID within the specified time limit set forth in the TSR Response Timing Requirements table in Section O.
3. The Customer may rebid capacity multiple times but subsequent REBIDs do not restart the Customer Confirmation Time Limit.
4. The Customer can only rebid for capacity that is less than what BPA has set to COUNTEROFFER/CR_COUNTEROFFER or ACCEPTED/CR_ACCEPTED status.
5. BPA will set a Customer's REBID to ACCEPTED status on OASIS within the time limit per the TSR Reservation Response Timing Requirements table in Section O.
6. After BPA sets the REBID TSR to ACCEPTED, a Customer must enter the final capacity into the MW Req field of the TSR and set the TSR to CONFIRMED within the Customer Confirmation Time Limit set forth in the table in Section O.
7. If the Customer rebids capacity offered by BPA through a full or Partial Service offer, the Customer cannot submit a Remainder TSR for any of the offered capacity released once the REBID is CONFIRMED.