

## Form CEC-1308C – Gas Retailer Quarterly Report

**Purpose:** This form provides monthly information about the volume and cost of natural gas sold to categories of end users. This information is used to track the effect of gas retailer activities on California's gas consumers. This analysis contributes to the California Energy Commission's *Integrated Energy Policy Report*.

**Authority:** California Code of Regulations, Title 20, Division 2, Section 1307(a).

**Who must file:** Each gas retailer serving end-use customers in California that is not required to submit CEC-1308B. A gas retailer is any company that (a) sells natural gas to end users or customers located in California, (b) produces and consumes natural gas on-site in California (except for gas consumed for gathering, processing, or compressing purposes), and (c) produces natural gas at one site and consumes natural gas at another site that is in California and that is owned or controlled by the company.

**When to file:** Submit monthly data for the previous quarter on the 15<sup>th</sup> day of February, May, August and November. If requesting an extension, please read **Extension of Deadlines** on page 3 of the forms and instructions booklet, *Historical Electricity and Natural Gas Data Collection*.

**How to file:** Reports can be submitted by email or U.S. mail. Each quarterly submittal must be accompanied with a declaration. A sample declaration is provided with the form.

**Where to file:** California Energy Commission  
Attn: Linda Schrupp  
1516 Ninth Street, MS-20  
Sacramento, CA 95814  
or by email: [QFERCOM@energy.ca.gov](mailto:QFERCOM@energy.ca.gov)

### CEC-1308C Instructions

1. **Company Number.** The identification number of the gas retailer assigned by CEC staff.
2. **Year.** Use four-digit year (e.g., 2020)
3. **Month Number.** Numeric month (i.e., 1, 2, 3).
4. **County Number.** County numbers where end-use customers consume the reported energy. A list of county numbers is provided with the form.

5. **Customer Group.** Customer group means the following:
  - Residential** - customers consuming natural gas for residential purposes
  - Commercial** - customers consuming natural gas for commercial purposes
  - Industrial** - customers consuming natural gas for industrial purposes
  - TEOR** – thermally enhanced oil recovery
  - UEG** – utility electric generation (including cogeneration)
  - Other** - customers consuming natural gas for other purposes
6. **Number of Customers.** Number of end-use customers for the reported customer group. A customer is an active revenue meter or an active billed account.
7. **Sales/Delivery Amount.** Natural gas amount sold or delivered stated in therms to the reported customer group.
8. **Revenue.** Revenue expressed in dollars, including commodity charges, adjustments, and any other charges billed for gas sold or delivered. If natural gas is delivered and consumed for own use, and not sold to third parties, enter "Own Use."