**Notice of application to be filed for approval to amend franchise fee for City/Town/Village of XXX and Applicant Name**

**Application summary**

Utility Name will file an application with the Alberta Utilities Commission, requesting acknowledgement of the new franchise fee of XX per cent for the City/Village of/Town of XXX.

The current franchise fee of YY per cent will change to XX per cent, effective Month Day, Year. The franchise fee percentage is applied to the distribution tariff, typically consisting of both distribution and transmission charges. Based on the typical monthly consumption of <625 kilowatt hours/11.25 gigajoules>, the average monthly franchise fee paid by an average residential customer is expected to <increase to/decrease to/remain the same at> $$.$$.

The franchise fee is charged in accordance with the franchise agreement between the City/Village of/Town of XXX and Utility Name, approved by the Commission in Decision XXXXX.

You may send your objections, concerns about, or support for the application in writing to <Utility Name or the City/Town of/Village of XXX> on or before **Month Day, Year,** at:

Utility Name, Contact Name, Address, phone: xxx-xxx-xxxx; email: contact email.

City/Town/Village of XXX, Contact Name, Address, phone: xxx-xxx-xxxx; email: contact email.

Except for information designated confidential by the Commission, any information or materials, including personal information, that are provided as part of a Commission proceeding will become part of the public record.

If no submissions are received, or if submissions are received from a party not directly affected, or if submissions are frivolous, vexatious or of little merit, the Commission may render a decision on the application without further notice or without a public hearing.

**For more information**

For more information on how to file a submission, please contact the Commission directly at 310‑4282 (in Alberta) or 1‑833‑511‑4282 (outside Alberta), or by email at [info@auc.ab.ca](https://devidt101.auc.ab.ca:101/sites/controlcenter/DocumentTemplates/info%40auc.ab.ca). An information package, providing an explanation of the process and assistance on how to participate in the proceeding, will be immediately provided to any person who inquires with the Commission.

For a paper copy of the franchise agreement, please contact either the applicant or the municipality at:

Utility Name, Contact Name, Address, phone: xxx-xxx-xxxx; email: contact email.

City/Town/Village of XXX, Contact Name, Address, phone: xxx-xxx-xxxx; email: contact email.

The Alberta Utilities Commission is an independent, quasi-judicial regulatory body responsible for making decisions about utility-related applications.

Issued on Month Day, Year.

Alberta Utilities Commission