



TSS Business Party User Roles Request Form

Name _____ Active User Inactive User Contact Only
First Last

Business Party Name _____ Duns # _____

Mailing Address _____
Street Address/PO Box City State Zip Code

Primary Phone (_____) - _____ Cell (_____) - _____ Home (_____) - _____
(Required) (Must include an off-hours phone number if 24-hour Contact is designated below)

Fax (_____) - _____ Email Address _____
(Required)

*Contact consents to informational calls/texts from National Fuel Gas Distribution Corporation using an automatic telephone dialing system and/or prerecorded message to contact the number provided. This consent is not required or a condition of the business transaction.

Contact Types: (Check all that apply)

ADDQ Stmt Email	ADDQF.csv Email	CDUS Stmt Email	CMUS Stmt Email	DDQD Stmt Email
EDDQ Stmt Email	GISC Stmt Email	LPMD Stmt Email	MCSH Stmt Email	MMDA Stmt Email
MMTS Stmt Email	NDMT Stmt Email	PMDA Stmt Email	24 Hr Emer/No Robo	24 Hr Emer/Robo*
Capacity Release	Credit Contact	Daily Market Pool Optr.	EDI Contact	Energy Consultant
General	Imbalance Trader	Invoice Billing	Legal/Contract Admin	Marketing
Media Relations	Primary Contact	Regulatory	Retail Sales	Sales Billing
Scheduler	Trading Contact	Only one 24 hour Contact Type may be chosen (Robo or No Robo)		

TSS User Roles: (Check all that apply)

ADD

DELETE

Market Pool Operator

Determines End Users of Market Pool(s) each month

Gas Scheduler

Submits nominations for Gas-in and Gas-out to Market Pools

SC-16 Group Operator

Handles monthly setup and maintenance of SC-16 Group(s)

Trader

Trades or cures imbalances of Aggregation Group(s)

Production Pool Operator

Is responsible for monthly setup, PSI, and PPS/PPE of local production pools

External Administrator

Is responsible for Delegation, Business Party and Contact Maintenance

One External Administrator per Business Party is required

External User

Role assigned by default to all external users which allows general access to TSS

Submitted By: _____

Print Name

Signature

External Administrator

Date

**Fax to NFGDC Transportation Services @ 716-857-7479
 or Email to TSSsupport@natfuel.com**

For NFGDC Transportation Services Only

Approved By _____ Date _____