



Continuous Service Program for Residential Locations

We appreciate your interest in SCANA Energy's Continuous Service Program.

Please complete the Continuous Gas Service Agreement and Exhibit A.

You may fax the completed agreement along with Exhibit A to **803-617-3047** or mail them to:

SCANA Energy
Continuous Gas Agreement Department
P O Box 100157
Columbia, SC 29202

You will receive written confirmation and your agreement number within 5 business days.

Please note that this agreement does not initiate gas service. If service needs to be established in your name, please contact our Customer Support Center at 1-877-467-2262. Representatives are available Monday through Friday 7AM to 10PM and Saturday 8AM to 7PM.

Your tenant(s) may establish gas service by contacting our Customer Support Center at 1-877-467-2262.

An order will automatically generate to connect the natural gas after the tenant moves out. The \$60 service establishment fee is waived after the **initial service**. If your **tenant is disconnected for non-payment**, and has vacated the property, the **landlord must call** to have service restored.

Sincerely,

Continuous Gas Agreement Department

ACNDepartment@scana.com



AGREEMENT FOR CONTINUOUS NATURAL GAS SERVICE

1. The Landlord warrants he/she/it owns or manages the property described on Exhibit A ("Property") and leases parts thereof to tenants who utilize natural gas service.
2. Landlord does not want vacant rental units at the Property to be left without natural gas service after a tenant leaves the Property. Therefore, in the event a tenant requests the gas service to be disconnected to a unit, the natural gas service will be transferred to an account automatically created in the Landlord's name (the "Reversion Account") without interruption, except the service will not be automatically transferred into the Landlord's name if the service to a tenant has been disconnected for non-payment. The transfer of service will become effective on the date a tenant's disconnection request is scheduled to become effective (the "Reversion Date").
3. During those periods subsequent to a tenant's service being discontinued due to non-payment, the Landlord may specifically request the establishment of natural gas service in the Landlord's name. In the event the Landlord makes such a request, the Landlord will not be charged a reconnection or service establishment fee; however, the Landlord will be responsible for all other fees associated with the unit during the time the unit appears in the Landlord's name.
4. Landlord shall be responsible for payment for all charges associated with service during anytime the unit appears in the Landlord's name. In the event the tenant does not establish service, the Landlord has the right to request the service to be discontinued to any unit. The Landlord will be responsible for all charges associated with any reverted unit until such time as (1) the tenant establishes service, or (2) Landlord requests disconnection of service for that unit and Atlanta Gas Light Company ("AGL") completes the disconnection. Disconnection is dependent upon AGL's service schedule; therefore, a request date by Landlord and the date of disconnection by AGL may be different. AGL, its employees, and agents are not agents or employees of SCANA Energy, and therefore are responsible for their own actions and SCANA Energy shall not be liable for the acts or omissions of AGL, its employees, or agents. AGL is solely responsible for the natural gas while it is in AGL's system between the citygate and the point of delivery to the retail customer and bears sole liability for all injury or damage caused thereby.
5. Failure to pay bills in a timely manner for service provided to an account in the Landlord's name, including but not limited to the Reversion Account, may result in disconnection of service and/or termination of this Agreement.
6. The Landlord agrees that the Landlord will not request SCANA Energy turn off natural gas service to any unit on a temporary, seasonal basis. SCANA Energy shall have no obligation to comply with any request from the Landlord for a seasonal turn-off.



7. This Agreement shall remain in effect until terminated by either party as provided in this Agreement. Where the Agreement is terminated, but the units are not switched to a new provider for service, the Landlord or tenant will continue to be responsible for all costs billed by SCANA Energy.
8. This Agreement shall remain in effect until the earlier of: (a) SCANA Energy's receipt of notice that the Property has been sold or is no longer being managed by Landlord; (b) notification of termination is received; or (c) failure to maintain an adequate payment record as described above. Voluntary termination of this Agreement by Landlord/Property Manager shall be made by submitting a request in writing to SCANA Energy by fax (803-617-3047) or mailing a request to: SCANA Energy, ATTN: Continuous Gas Service, P O Box 100157, Columbia, SC 29202. SCANA Energy will process cancellations within twenty days of receipt of request and confirm cancellation to Landlord. Failure to process within twenty days will not be deemed a breach of this Agreement.
9. The invalidity of any portion, provision, or paragraph of this Agreement shall not affect or render invalid any other portion, provision, or paragraph of this Agreement.
10. This Agreement may be assigned by Landlord; provided, that the Landlord shall provide forty-five days prior written notice of any such assignment and name and address of the proposed assignee to SCANA Energy. Upon written notice of any proposed assignment, SCANA Energy may reject the proposed assignment of this Agreement within 45 days of said notice. The duties, obligations, rights and remedies under this Agreement are in addition to and not in limitation of those otherwise imposed or available by law.
11. When natural gas service for a unit is transferred to the Reversion Account, SCANA Energy will provide the Landlord with a copy of the terms and conditions it has on file with the Commission as of the Reversion Date. Except to the extent of a conflict with a specific term or condition contained in this Agreement, the terms and conditions and disclosure statement provided to the Landlord on or around the Reversion Date will apply to SCANA Energy's service of the reverting unit; provided, however, the current terms and conditions on file with the Commission shall apply to all common areas and vacant units at the Property as of the date of this Agreement until a tenant or the Landlord terminates service to said area or units. This Agreement, including its exhibits and addendums, set forth the entire understanding between the parties with respect to the subject matter hereof and may not be modified, changed or amended, except in writing signed by the party sought to be bound. This Agreement supersedes all prior contracts, agreements, writings, discussions, and understandings between the parties with respect to the subject matter hereof.



12. SCANA Energy reserves the right to amend this Agreement to reflect any material revisions made to any applicable statute, rule or regulation, AGL's tariffs, SCANA Energy's Terms and Conditions and/or Disclosure Statements by the Georgia Public Service Commission, the Federal Energy Regulatory Commission, any legislative body, AGL, or SCANA Energy.
13. This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.
14. This Agreement shall be effective on _____.

Landlord: _____
Provide full legal name of Company or individual (if individual property owner).

Landlord Billing Address:

Landlord Federal Tax Id or Social Security Number: _____

Names of Authorized Contact and Phone Numbers:

I acknowledge that I have read and understand the provisions of the program as outlined above, agree to the terms stated therein and am authorized to execute this Agreement on behalf of the Landlord.

Signature, Name and Title of Authorized Representative:



EXHIBIT A
Continuous Service Agreement Rental Information

LANDLORD INFORMATION:

1. Landlord/Business Name _____
(To be listed on contract)

2. E-mail address: _____

RENTAL UNIT INFORMATION (Use separate sheet if needed)

1. Street Address _____

City, State, Zip _____

2. Street Address _____

City, State, Zip _____

3. Street Address _____

City, State, Zip _____

4. Street Address _____

City, State, Zip _____

SCANA Energy will audit with AGL prior to establishing unit with SCANA Energy to ensure current resident appears in AGL's system and currently has a gas meter.

Note: Adding a unit to a Continuous Gas Service Agreement will not create an automatic switch order to SCANA Energy.

Please review the following.

- Only one name may be listed on the agreement.
- Refer to your agreement name when establishing gas service at new locations.
- SCANA Energy will not recognize the account as being part of your agreement if you establish service using a different name.

Addition of units to Continuous Gas Agreement

- Adding a unit to the Continuous Gas Agreement does not turn on that property if the service is physically off. You will need to request the turn on by calling SCANA Energy's Customer Support Center at 1-877-467-2262. You will be charged a one-time connection fee when you connect service.
- To add a unit to an existing Continuous Service Agreement you must fax your request to 803-617-3047.

Deleting a unit from Continuous Gas Agreement

- Deleting a unit from a Continuous Service Agreement does not initiate a turn off order. You must request a landlord disconnect (if you want the gas physically disconnected) by calling 1-877-467-2262.
- To delete a unit from an existing Continuous Service Agreement you must fax your request to 803-617-3047.
- If the Landlord sells property, landlord must notify SCANA Energy **in writing** with a minimum of 10 business days in advance of closing date.

Billing and Payment

- Landlord is responsible for the entire bill as received from SCANA Energy. If the resident fails to establish service or turns off gas prematurely, the landlord will continue to be responsible for full payment until such time that resident activates service.
- SCANA Energy will not recalculate and bill a tenant to reflect their lease date. **Landlord must recover costs directly from resident.**
- SCANA Energy's payment terms are Net 20. SCANA Energy will assess late fees and implement credit action on past due accounts.