



RECEIPT POINT CHANGE FORM

For changes to: Flow Rates, Piping, Ownership, Deactivation/Reactivation, Measurement Equipment, Analyzers, PC/OPP, Communications, etc.

Please submit completed form to the Tie-in Coordinator at meastechservices@enbridge.com

Section A		Site Information	
Company Name:		Address:	
Project Manager:		Phone:	Email:
Field Contact:		Phone:	Email:
Receipt Point #:	In-Service Date (mm/dd/yyyy):	New Flow Rate:	
Equipment Location (LSD/UTM):			
Change Description:			

Section B		Enbridge System	
Field Services	Midstream	Pipeline	
<input type="checkbox"/> Fort St. John	<input type="checkbox"/> Gordondale East	<input type="checkbox"/> West Doe	<input type="checkbox"/> T-North
<input type="checkbox"/> Fort Nelson	<input type="checkbox"/> Jedney	<input type="checkbox"/> Pouce Coupe	<input type="checkbox"/> T-Central
<input type="checkbox"/> Grizzly Valley	<input type="checkbox"/> Highway	<input type="checkbox"/> Fourth Creek	<input type="checkbox"/> T-South

Section C		Status or Equipment Change	
Ownership Change:	<input type="checkbox"/> No <input type="checkbox"/> Yes	New Owner:	
RP Deactivation:	<input type="checkbox"/> Temporary (< 12 months of no flow)	<input type="checkbox"/> Permanent	
	Reason for deactivation:		
	Are there any third-parties flowing through your sales lateral pipeline? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Is this a Swing site? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Is this a full or partial deactivation? <input type="checkbox"/> Full <input type="checkbox"/> Partial		
RP Reactivation:	<input type="checkbox"/> Resume Flow (< 12 months of no flow)	<input type="checkbox"/> Reactivation (≥ 12 months of no flow)	
Metering / EFM:			
RTU / Analyzers:			
PC/OPP:			
Communications:			
Sample Points:			
Other:			

Before Enbridge can proceed, the customer must complete and sign the following to authorize work and cover possible costs incurred by Enbridge (there are no charges for deactivations):

_____ has requested an inspection of its site at _____.

(Company Name) (Location)

Enbridge will invoice _____ for Enbridge's field time and expenses associated with the inspection.

_____ will pay such invoice within 30 days of receipt.

(Company Name)

While Enbridge will endeavor to keep costs to a minimum, they will vary based on distance of the Receipt Point from the Enbridge office, travel methods, etc. Should Enbridge, at its discretion, use a contractor, a 15% surcharge will apply.

Agreed and Accepted by:

Name: _____

Signature: _____
(Authorized Signatory)

Title: _____

Date: _____
(mm/dd/yyyy)

Billing Information (only for clients who require electronic invoicing)		
Which electronic invoicing system do you use?	<input type="checkbox"/> OpenInvoice	<input type="checkbox"/> Cortex

Receipt Point Change Form Instructions

- Enbridge must receive a signed copy of this form prior to completing any work
- Enbridge will typically not charge for any work resulting from the deactivation of a Receipt Point
- For assistance completing this form, please contact the Tie-in Coordinator at 403.699.1786 or email meastechservices@enbridge.com

Section A Site Information

- Complete all necessary fields

Section B Enbridge System

- Select the appropriate gathering or transmission system

Section C Status or Equipment Change

- Fill out the necessary fields based on the RP Change that is being requested
- Third-parties are other sites sharing the sales lateral pipeline for delivery onto an Enbridge system
- Swing site is a site that has a separate connection to deliver onto another system other than Enbridge
- Full deactivation consists of a complete site shut-in (i.e. entire site is no longer in service)
- Partial deactivation could involve the removal of a single meter run (i.e. remaining site is still in service)
- Resume flow is permitted if the site has delivered to Enbridge within the last 12 months
- Reactivation is required if the site has not flowed to Enbridge in more than 12 months