

**Procedure to Execute a Long-Term Firm and a Long-Term non-Firm  
Transmission Service Agreements with LADWP**

To arrange for Long Term (two years or longer) Firm Point-to-Point transmission service please follow procedure described on Section 17, page 47 of LADWP's OATT at:

[http://www.oatioasis.com/LDWP/LDWPdocs/OATT\\_October\\_2001\\_REV\\_2.doc#Section 17](http://www.oatioasis.com/LDWP/LDWPdocs/OATT_October_2001_REV_2.doc#Section_17)

To arrange for Long Term (two years or longer) Non-Firm Point-to-Point transmission service please follow procedure described on Section 18, page 51 of LADWP's OATT at:

[http://www.oatioasis.com/LDWP/LDWPdocs/OATT\\_October\\_2001\\_REV\\_2.doc#Section 18](http://www.oatioasis.com/LDWP/LDWPdocs/OATT_October_2001_REV_2.doc#Section_18)

The service request application must be submitted at least 60 days in advance in which service is to commence.

Prior to the execution of the service agreements, customer is required to establish a transmission credit limit with DWP. Please email or send us your Contract Administration contact, Credit and Billing contact, and your TSIN registered company acronym and DUNS number. Please contact Mr. Peter Huynh (213-367-4671, Peter.Huynh@ladwp.com) to set it up prior to purchasing transmission. The DWP credit policy is posted on line at:

[https://www.westtrans.net/LDWP/LDWPdocs/Transmission\\_Credit\\_Policy.pdf](https://www.westtrans.net/LDWP/LDWPdocs/Transmission_Credit_Policy.pdf)

When a completed application (per section 17 or 18 of the LADWP's OATT) is received, customer credit established, and it is determined that the service can be provided, a Service Agreement (Attachment A or B on page 88 or page 101) will be provided to the customer for execution.

Failure of an eligible customer to execute and return the Service Agreement within 15 days after it is tendered will be deemed a withdrawal and termination of the application.

If sent via regular mail,  
Los Angeles Department of Water and Power  
Contract Administration JFB, Room 1246  
PO Box 51111 Los Angeles, CA 90051-0100  
Attn: Mr. Mohammed Beshir

If sent via Fedex or UPS,  
Los Angeles Department of Water and Power  
Contract Administration JFB, Room 1246  
111 N. Hope St.  
Los Angeles, CA 90012  
Attn: Mr. Mohammed Beshir

Please call Sueyen McMahon (818-771-6778, [Sueyen.MacMahon@ladwp.com](mailto:Sueyen.MacMahon@ladwp.com)) for operation or online reservation questions.

Please call or email Son Hoang (213-367-0231, [Son.Hoang@ladwp.com](mailto:Son.Hoang@ladwp.com)) or Hoa Nguyen (213-367-2573, [Hoa.Nguyen@ladwp.com](mailto:Hoa.Nguyen@ladwp.com)) for any other questions.