*July 22, 2016*

Subject: Otter Tail Power’s Annual True-Up Meeting

Date: Friday, July 29, 2016

Time: 10:00 AM to 11:00 AM CDT

Otter Tail Power cordially invites you to participate in its Annual True-Up meeting for the 2015 rate year. The purpose of this meeting is to present information that will explain Otter Tail Power’s 2015 Annual True-Up filing that was posted on the MISO website on June 1, 2016 and allow Interested Parties an opportunity to seek information and clarifications from Otter Tail Power about the Annual True-Up.

Pursuant to the updated formula rate protocols established in FERC Docket No. ER13-2379, Otter Tail Power must calculate and post its formula rate calculations, supporting documentation, work papers, and the Annual True-Up for the previous rate year by June 1 of each year. In addition, Otter Tail Power is required to hold an open meeting among Interested Parties by September 1 of each year to discuss this posting. Otter Tail Power’s rate information for the 2015 rate year is posted on the MISO website and is available for viewing at:

<https://www.misoenergy.org/MarketsOperations/TransmissionSettlements/Pages/TransmissionOwnerRateData.aspx>

The customer meeting presentation will also be posted at the same location prior to the meeting.

To join the meeting via telephone use the following audio conference information:

**Conference Number:** (877) 820-7831

**Participant Code:** 980860#

Sincerely,

Stuart Tommerdahl

Manager, Regulatory Administration