

FEDERAL ENERGY REGULATORY COMMISSION
Office of Enforcement
Washington, DC 20426

**TO CENTRALIZED SERVICE COMPANIES AND SERVICE
COMPANIES FILING FERC FORM NO. 60 OR FERC-61**

Enclosed are instructions and other pertinent information for use in preparation and submission of FERC Form No. 60, Annual Report of Centralized Service Companies, or FERC-61, Narrative Description of Service Company Functions.

HIGHLIGHTS

- The deadline for filing the FERC Form No. 60 and FERC-61 is **May 1**.
- All technical questions regarding submission and access to FERC Form No. 60 data should be directed to FERC Online Support Staff by email at ferconlinesupport@ferc.gov. Please include CIDs, Filing IDs, and error or validation messages and numbers if appropriate.
- For assistance using Company Registration and the eForms portal, please contact FERC Online Support toll free at 1-866-208-3676, locally at 202-502-6652 (or 202-502-8659 for TTY), or by email at ferconlinesupport@ferc.gov.
- Questions concerning reporting and filing requirements should be directed to the Office of Enforcement's Division of Audits and Accounting, at form60@ferc.gov.

WHO MUST SUBMIT FERC FORM NO. 60 or FERC-61

Each service company must submit FERC Form No. 60 or FERC-61 in accordance with 18 C.F.R. § 366.23 and 18 C.F.R. § 369.1.

WHEN AND HOW TO SUBMIT FERC FORM NO. 60 AND FERC-61

Companies filing FERC Form No. 60 or FERC-61 must file by May 1.¹

FERC FORM NO. 60 AND EXTENSIBLE BUSINESS REPORTING LANGUAGE (XBRL) FILING

All filings made after September 30, 2021 must be submitted through the eForms Portal at <https://ecollection.ferc.gov/home>.²

Companies filing in the eForms system must have a Company Identifier (CID). Persons filing in the eForms system must be eRegistered with FERC at <https://ferconline.ferc.gov/>. If a Company has an existing CID, the person filing must be assigned as an Agent by an Account Manager. FERC Online Support at ferconlinesupport@ferc.gov can provide the names of the Account Managers. Additional information on the XBRL taxonomies and the filing requirements can be found at <https://www.ferc.gov/filing-forms/eforms-refresh>. **Once a company has been assigned a CID, it does not need to obtain a new one for subsequent filings.**

Companies who change names must make appropriate filings in eTariff and company registration before making name changes on FERC Form No. 60 filings.

¹ The Commission's regulations require FERC Form No. 60 filers to submit the reports electronically. In contrast, FERC-61 reports are not submitted electronically; FERC-61 filers must submit an original paper copy to the Secretary of the Commission at:

Secretary
Federal Energy Regulatory Commission
888 First Street, NE
Washington, DC 20426

² *Notice of eForms Updates, Termination of Visual FoxPro Filings, and Extension of Filing Deadlines*, Docket No. RM19-12-000 (March 23, 2021).

RESUBMISSIONS AND FUTURE FILINGS OF FERC FORM NO. 60

All subsequent filings and any future resubmissions, i.e. all post-September 30, 2021 filings and refilings, of FERC Form No. 60 must be made using the applicable taxonomies, validation rules, and rendering files for the relevant form, as indicated on the eForms portal.³ The reason for the resubmission must be explained in a footnote to any revised data fields. Revised schedules should be noted in the remarks section of the List of Schedules.

OTHER REPORTING MATTERS

If it is necessary to request an extension of time to file a FERC Form No. 60 or FERC-61, the request must clearly state the time period needed, the reason the extension is necessary, and be received by FERC prior to the filing deadline.⁴

Any questions concerning reporting information in the FERC Form No. 60 schedule pages and FERC-61 should be directed to the Office of Enforcement's Division of Audits and Accounting by email at form60@ferc.gov.

³ Id.

⁴ 18 C.F.R. § 385.2008(a) (2021).