

SEARCH: Go☐ Seattle.gov ☒ This Department

Seattle Public Utilities

[Home](#) | [Contact Us](#)

Reliable water, sewer, drainage & solid-waste services

Chuck Clarke, Director

[Services](#) | [About SPU](#) | [Engineering](#) | [Directory](#)
[Billing](#) | [Garbage](#) | [Recycling](#) | [Yard](#) | [Water](#) | [Drainage & Sewer](#)

[Services](#) > [Water](#) > [For Wholesale Customers](#) > Wholesale Customer Survey

Wholesale Customer Survey

Please complete the three forms below by **February 28, 2009** for Seattle Public Utilities' annual planning information. This information is requested to assist SPU in maintaining a file of coordinated information on all wholesale customers and to help improve our water demand forecasting, our estimates of savings from conservation programs, and other planning activities. The results of the survey will also be summarized and made available to wholesale customers and the general public later in the year. Summaries of past surveys back to 2005 are available by clicking the links to the left. Data collected in the survey but not reported in the annual summary can also be provided upon request.

These forms should be completed electronically and returned via e-mail to Bruce Flory at bruce.flory@seattle.gov

To fill out the following forms:

- Click on the link to open the form.
- On the menu bar, click on FILE, then SAVE AS
- Choose a drive and folder, name the file and click on SAVE; note the name of the file!
- All forms are now in Excel. Just type in the appropriate cell.
- To put an "X" in a check box, just type "X" in the cell.
- Note that an example of how each form should be filled out has been provided for each form. Just click the "Sample" tab at the bottom of the spreadsheet.
- When you are finished, click on FILE on the menu bar, then SAVE.
- Create a new email and attach the forms, then send to bruce.flory@seattle.gov
- Any accompanying hard copy documents should be mailed to:

Wholesale Customer Survey Home

[2008 Summary of Survey Results \(PDF File\)](#)
[2007 Summary of Survey Results \(PDF File\)](#)
[2006 Summary of Survey Results \(PDF File\)](#)
[2005 Summary of Survey Results \(PDF File\)](#)
[<< Back to For Wholesale Customers](#)


Customer Service
Call (206) 684-3000

Bruce Flory
Seattle Public Utilities
Seattle Municipal Tower
700 5th Avenue, Suite 4900
P.O. Box 34018
Seattle, WA 98124-4018

The deadline for all forms is February 28, 2009.

Forms

FORM #1 This form has been extensively revamped and is now in Excel rather than Word. Questions about your forecast of future demand have been eliminated. Please complete lines 1 through 3, 5 and 6 of this form for 2008. Totals and non-revenue water will be calculated automatically in lines 4, 7, 8 and 9.

If you wish, you may also provide your estimate of unmetered but authorized water consumption (such as main flushing, tank cleaning, and fire fighting) in line 10. The spreadsheet will then calculate your Distribution System Leakage (DSL) volume and percent which you can use in your Annual Water Use Efficiency Performance Report to the Washington State Department of Health. Providing information in line 10 is optional for this survey.

If you purchased water from someone other than SPU or sold water wholesale in 2008, please provide the required details in the second table of this form.

FORM #2 (Formerly Form #3. The original Form 2 requesting contact information has been eliminated.) Please list your 2008 monthly water sales in ccf and the number of accounts by customer class. Note that we need both the total number of accounts per class and the number of accounts billed per month. The spreadsheet version of Form #2 automatically sums the columns for you while simplifying our data entry task. Please check that total annual retail sales as reported on Form 1 and Form 2 are consistent.

FORM #3 (Formerly Form #4) Rates and related information. Please provide:

- A copy of your most recent water rates ordinance or schedule.
- Information on state and local excise taxes and whether they are included in your rates or added separately to the utility bill.
- Whether you have retail customers outside your city limits or jurisdictional boundaries and whether you charge them different rates.
- Customer billing frequencies.
- Changes in boundaries or service area.

We are no longer requesting that you send us a copy of your Water Facility Inventory (WFI) form.

Seattle Public Utilities

2009 Annual Wholesale Customer Survey

FORM 1

2008 WATER SUPPLY & DEMAND

Please complete lines 1 through 7 in the table below for 2008. Note that line 6 should match Total Retail Billed Consumption (cell B25) and line 5 should match Wholesale Billed Consumption (cell P25) in **FORM 2**. Lines 8 and 9 will calculate your non-revenue water automatically. Lines 10, 11 and 12 have been added at the bottom to calculate "Distribution System Leakage" (DSL) as defined in the Washington State Department of Health Water Use Efficiency Guidebook. This is for your convenience and is optional. If you have it, you may enter your estimate of unmetered but authorized water consumption (such as main flushing, tank cleaning, fire fighting, etc.) in Line 10. DSL and % DSL are then calculated in lines 11 and 12.

If you purchased water from someone other than Seattle Public Utilities or sold water wholesale in 2008, please provide the requested details in the second table, below.

Wholesale Customer Name:

WATER SUPPLY AND DEMAND FOR 2008 in Hundreds of Cubic Feet (CCF)

1	Water Purchased from Seattle Public Utilities	
2	Water Purchased from Other Utilities*	
3	Water Obtained from Own Source	
4	Total Supply	0
5	Water Sold Wholesale to Other Utilities**	
6	Water Sold to Retail Customers	
7	Total Water Sales	0
8	Non-Revenue Water	0
9	% Non-Revenue Water	#DIV/0!
10	Other Authorized Consumption***	
11	Distribution System Leakage (DSL)****	0
12	% DSL	#DIV/0!

* Please list the individual utilities from whom you purchased water and the amount purchased in columns 1 & 3, below.

** Please list the individual utilities to whom you sold water and the amount sold in columns 1 & 2, below.

*** Other authorized uses of water not billed to customers. These are usually unmetered and must be estimated. They can include main flushing, sewer flushing, reservoir and tank cleaning, fire fighting and training, temporary construction, etc.

**** "Distribution System Leakage" as defined in the Washington State Department of Health Water Use Efficiency Guidebook.

2008 SALES TO AND PURCHASES FROM OTHER CITIES OR DISTRICTS IN CCF

	(1) Intertie with:	(2) Water Sold in ccf	(3) Water Purchased in ccf
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
	TOTAL	0	0

If you have any questions in completing this form, please contact **Bruce Flory** at (206) 684-5859.

Prepared by:

Phone:

Please save and email this completed form to bruce.flory@seattle.gov

FORM 2

BILLED WATER CONSUMPTION AND NUMBER OF ACCOUNTS FOR 2008

Name of Wholesale Customer: _____

Prepared by: _____

Phone: _____

M O N T H	Total Retail				Residential				Non-Residential				WHOLESALE	
	Billed Consumption in ccf		Number of Accounts Billed per mo.		Single Family		Multifamily		Total Non-Residential		Commercial / Industrial		Government / Education	
	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.	Billed Consumption in ccf	Number of Accounts Billed per mo.
JAN	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEB	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0
APR	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0	0	0	0	0	0	0
JUN	0	0	0	0	0	0	0	0	0	0	0	0	0	0
JUL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AUG	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEP	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OCT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOV	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0

NUMBER OF ACCOUNTS

Instructions:

- Please provide the amount of billed consumption per month for each of your customer classes. If you have no customer classes, just fill in the **Total Retail** and **Wholesale** sections, (columns (B) and (P)). If you do have separate residential and non-residential classes but do not distinguish between single family and multifamily, or between commercial and governmental, use the **Total Residential** and **Total Non-Residential** sections, (columns (D) and (J)).
- For each month, please provide the number of accounts actually billed in that month. This will be less than the total number of accounts in the class if the bill cycle is more than one month (bimonthly for example). Please use the **NUMBER OF ACCOUNTS** space at the bottom of the column to report the total number of accounts. **This should NOT be the sum of the number of accounts billed per month.**
- Total Retail** and **Wholesale** sales should agree with 2008 actuals reported in lines 6 (Sold Wholesale) and 7 (Sold Direct Service) on **FORM 1**.

If you have any questions in completing this form, please contact **Bruce Flory** at (206) 684-5859. You can email this completed form directly to bruce.flory@seattle.gov

Seattle Public Utilities
2009 Wholesale Customer Survey
FORM 3
2009 WATER RATE INFORMATION

WHOLESALE CUSTOMER NAME:

1. Please provide a copy of your most recent water rates ordinance or schedule. You may do this by:
- mailing a hard copy to the address below,
 - emailing an electronic version,
 - or, if you publish your rates on your website, providing the direct link to the rates webpage in the box below:

2. In addition to the state utility excise tax of about 5% that all water utilities pay, do you have any other taxes or fees (such as a locally imposed utility excise tax) assessed on your water sales?

YES ☐ NO ☐

- a) In the table below please show all taxes that are collected via the water bill. Please show the tax rate as a percent and whether it is included in the water rates or shown separately on the bill.

	Name of Tax or Fee	Tax Rate (%)	Included in Rates? (Y/N)
1	State Utility Excise Tax	5.029%	
2			
3			
4			
5			

3. Do you have retail customers outside your city limits or jurisdictional boundaries?

YES ☐ NO ☐

- a) If yes, are these customers charged different rates than your "inside" customers?

YES ☐ NO ☐

- b) If yes, please describe how your "outside" rates differ from your "inside" rates:

- c) What percent of you customers are "outside" customers?

4. In the table below, please indicate what percent of your customers are billed on a monthly basis, what percent are billed bimonthly, and what percent (if any) are billed over some other time period. Please note that in each category (i.e., residential and non-residential), % Monthly, % Bimonthly and % Other should sum to 100%.

	Residential			Non-Residential		
	% Monthly	% Bi-Monthly	% Other*	% Monthly	% Bi-Monthly	% Other*
Billing Frequency						

* If "other," please explain:

Any documents only available as hard copy (e.g. rate ordinances), should be mailed to:

Bruce Flory
Seattle Public Utilities
700 5th Avenue, Suite 4900
P.O. Box 34018
Seattle, WA 98124-4018

Prepared by:

Phone:

If you have any questions in completing this form, please contact Bruce Flory at (206) 684-5859.
Please save and email this completed form to bruce.flory@seattle.gov

