

Texas Gas Service Transportation Checklist

1. Submit a request for transportation service.
 - a. An email request can be sent to bdevelopment@texasgasservice.com .
Please include a contact name, contact phone number, and the customer account number located on the recent bill.
2. Compare and select a supplier.
 - a. Each supplier will typically ask to see your natural gas usage requirements by month so they can prepare a quotation for your business. Suppliers offer a variety of pricing packages to supply your natural gas. You may be offered an index (floating) price or a fixed price agreement for different time periods.
 - b. Your supplier will provide daily deliveries to the local Texas Gas Service town border station. At the end of each month Texas Gas Service balances your account by calculating the difference between these deliveries and your actual consumption. Small imbalances are corrected in the next month. Large imbalances can result in a cash-out charge or credit - your supplier normally provides aggregation and these cash-out charges will be billed to the supplier. Questions regarding imbalances or aggregation should be directed to your supplier and addressed in your contract.
3. Calculate your total transportation costs including-
 - a. Texas Gas Service transportation charges (including all applicable adjustments and taxes)
 - b. Estimated supplier costs (natural gas costs plus any other adjustments or fees)
4. Complete Request for Transportation Form
 - a. A request for Transportation form will be emailed to the customer once the written request is received. It must be filled out and emailed back to bdevelopment@texasgasservice.com
 - b. Complete and execute an agreement with your supplier.
5. Your supplier will submit your natural gas transportation request and a Texas Gas Service Representative will contact you to verify your information.
 - a. Transportation accounts become active 30 days after written notice is received and will always be on the 1st of the following month.

