

Nomination Menu – Search Nominations

Purpose:

The purpose of this document is to provide detailed instructions for a Nicor Gas Nomination System user to search their nominations.

Note: If a field is required to be completed, the field name is **bold**.

Instructions:

- To access the Search Nomination page, select Nomination in the Main Menu.



- The Nomination Search page will display.

Nomination Search

Pipeline :

Gas Day : **Through**

Company :

Contract Type :

Contract :

View a Nomination Session

Show all Current Nominations

Display Totals :

No Total

For a Gas Day

For the Date Range

Primary Display :

Display Options :

Show Nominated Include Paths With Zero Quantities

Show Scheduled Show Ranks

Show Allocated

Field	Function
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Field	Function
Pipeline	Select the pipeline to search.
Gas Day	Select the calendars to select the Gas Day range that you want to view. The default dates are tomorrow's date through the end of the current month.
Company	Displays your company name.
Contract Type	<p>To search nominations for a specific contract type, select the contract type from the dropdown. The choices are:</p> <p>Hub Injection @Pipeline – Will display all of the nominations of injections into the Hub.</p> <p>Pipeline to Pool @Pipeline – Will display all of the nominations of gas from an external source into your supplier pool. This also includes Hub withdrawals.</p> <p>Pool to Customer Select @Pipeline – Will display all of the nominations to customer select groups.</p> <p>Pool to End User @Pipeline – Will display all of the nominations to single account end users and end user groups.</p> <p>Pool to Off-System @Pipeline – Not currently being utilized.</p> <p>Pool to System Supply @Pipeline – Not currently being utilized.</p> <p>Title Transfer @Pipeline – Displays all nominations from your company to another broker.</p>
Contract	To search nominations by contract, select the contract name. For more information on contract naming conventions, see the Job Aid entitled "Contract Naming Conventions."
View a Nomination Session	To view the nominations for a specific nomination session, select the radio button next to View a Nomination Session. Select the session from the dropdown.
Show all Current Nominations	Select the radio button to show all current nominations. The default is to show all current nominations.
Display Totals	<p>No Total – To avoid displaying totals for the date range, select the radio button.</p> <p>For a Gas Day – To only show totals for a specific gas day, select the radio button. Enter a date in the box to the right.</p> <p>For the Date Range – To show the totals for the entire gas range displayed in the Gas Day boxes, select the radio button. The default is to show totals for the entire date range.</p>
Primary Display	The primary display determines which column of information is shown first. Select to show the nominations that have been Nominated, Scheduled or Allocated in the first column. The default is Nominated.
Display Options	<p>Check the boxes to determine what is displayed.</p> <p>The choices are:</p> <p>Show Nominated – Displays nominations.</p> <p>Show Scheduled – Displays scheduled allocations.</p> <p>Show Allocated – Displays what has been allocated.</p> <p>Include Paths with Zero Quantities – Displays paths with no nomination.</p> <p>Show Ranks – This option is not currently being utilized.</p>

3. To clear the information that has been entered, click the **Clear** button.

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4. To search, click the **Search** button. The Nomination Result page will display.

Note: The screen shot below is based on the default choices on the search page.

Nomination Result:

Date Range **07/12/2008** Through **07/31/2008** Totals are shown for **07/12/2008** Through **07/31/2008**

Pipeline : **ANR Pipeline**

Company : **#1 Gas Supply** Expand All Collapse All

- [-] Contract Code and Name
 - [-] Receipt Point Code & Name -> Delivery Point Code & Name
 - [-] Path Name
 - [-] Date Range

	StartDate	EndDate	Nominated MMBtu			Scheduled MMBtu			Allocated MMBtu			Rank
			Gross	Fuel	Net	Gross	Fuel	Net	Gross	Fuel	Net	
[-] H02222I5 (2222 Hub Injection @ANR)												
[-] 2222EXT5 (2222 Pipeline Contract @ANR)			100,000	0	100,000							
[-] G11142222 (2222 to 1114 @ANR)			20,000	0	20,000							
[-] 100092222 (2222 to 222222222@ANR)			3,000	0	3,000							
[-] 2222TT5 (2222TitleTransfer@ANR)			9,000	0	9,000							

5. The Contract Codes and Names of the Paths for the Nominations display at the bottom of the page.
6. The totals for the Nominated, Scheduled, and Allocated transactions display next to the Contract Code and Name. These totals correspond to the date range shown in the section above “Totals are shown for 07/12/2008 Through 07/31/2008.”

Field	Function
Date Range	Displays the date range for nominations shown.
Totals are shown for X Through X	Displays the dates for which the totals are shown.
Pipeline	Displays the pipeline for nominations.
Company	Displays your company name.
Expand All/Collapse All	To expand all of the nomination information, click the radio button next to Expand All. To collapse all of the information, click the radio button next to Collapse All. The default is Collapse All.
View a Nomination Session	To view the nominations for a specific nomination session, select the radio button next to View a Nomination Session. Select the session from the dropdown.
Nominated Gross	Gross amount nominated for date range.
Fuel	This field is not currently being utilized.
Nominated Net	Net amounts are not currently being used. This total will match the total in gross.
Scheduled Gross	Gross amount scheduled for date range.
Fuel	This field is not currently being utilized.
Scheduled Net	Net amounts are not currently being used. This total will match the total in gross.
Allocated Gross	Gross amount allocated for date range.
Fuel	This field is not currently being utilized.

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Field	Function
Allocated Net	Net amounts are not currently being used. This total will match the total in gross.
Rank	Rank is not currently being used.

The screenshot shows a tree view on the left with the following structure:

- Contract Code and Name
 - Receipt Point Code & Name -> Delivery Point Code & Name
 - Path Name
 - Date Range

Below the tree view is a table with the following columns:

	StartDate	EndDate	Nominated MMBtu			Scheduled MMBtu			Allocated MMBtu			Rank
			Gross	Fuel	Net	Gross	Fuel	Net	Gross	Fuel	Net	
H0222215 (2222 Hub Injection @ANR)												
2222Pool5->HUBPT												
2222Pool5->F9087@HUBPT												
2222EXT5 (2222 Pipeline Contract @ ANR)			100,000	0	100,000							
G11142222 (2222 to 1114 @ANR)			20,000	0	20,000							
100092222 (2222 to 222222222@ANR)			3,000	0	3,000							
2222T15 (2222TitleTransfer@ANR)			9,000	0	9,000							

7. To expand the information to view Receipt Point -> Delivery Point, Path Name, and Date Ranges of the Nominations, click on the + signs.

The screenshot shows the same table as above, but with expanded rows for the '2222Pool5->F9087@HUBPT' and '2222Pool5->10009@NGEUP' entries. The expanded rows include date ranges and a '99 + ✂' icon.

	StartDate	EndDate	Nominated MMBtu			Scheduled MMBtu			Allocated MMBtu			Rank
			Gross	Fuel	Net	Gross	Fuel	Net	Gross	Fuel	Net	
H0222215 (2222 Hub Injection @ANR)												
2222Pool5->HUBPT												
2222Pool5->F9087@HUBPT	07/12/2008	07/31/2008										99 + ✂
2222EXT5 (2222 Pipeline Contract @ ANR)			100,000	0	100,000							
G11142222 (2222 to 1114 @ANR)			20,000	0	20,000							
100092222 (2222 to 222222222@ANR)			3,000	0	3,000							
2222Pool5->NGEUP			3,000	0	3,000							
2222Pool5->10009@NGEUP			3,000	0	3,000							
07/14/2008 Through 07/16/2008-262			1,000	0	1,000							
07/12/2008												99 + ✂
2222T15 (2222TitleTransfer@ANR)			9,000	0	9,000							

8. The expanded view includes:

- Contract Code and Name
 - a. Receipt Point Code and Name -> Delivery Point Code and Name
 - i. Path Name
 - 1. Date Range

Transaction Type	Contract Code and Name	Receipt Point Code & Name – Delivery Point Code and Name	Path Name
External Pipeline to Supplier Pool	Your 4 digit Broker Number + “EXT” + Pipeline Code + (Your 4 digit Broker Number + “Pipeline Contract @” Pipeline Name Ex: 2222EXT5 (2222 Pipeline Contract @ ANR)	“EXT->”+Your 4 digit Broker Number + “Pool” + Pipeline Code Ex: EXT->2222Pool5	“UPSCON@EXTP ->” + Your 4 digit Broker Number + “Pool” + Pipeline Code Ex: UPSCON@EXTP->2222Pool5

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Transaction Type	Contract Code and Name	Receipt Point Code & Name – Delivery Point Code and Name	Path Name
Title Transfer	Your 4 digit Broker Number + “TT” + Pipeline Code + (Your 4 digit Broker Number + “Title Transfer @” + Pipeline Name) Ex: 2222TT5 (2222 Title Transfer @ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code + “->” + Receiving Company 4 digit Broker Number + “Pool” + Pipeline Code Ex: 2222Pool5 -> 0801Pool5	Your 4 digit Broker Number + “Pool” + pipeline code + “->” + Receiving Company 4 digit Broker Number + “Pool” + Pipeline Code Ex: 2222Pool5 -> 0801Pool5
Supplier Pool to End User Group	“G” + 4 digit End User Group Transportation ID + Your 4 digit Broker Number + (Your 4 digit Broker Number “to” 4 digit End User Transportation ID “@” Pipeline Name) Ex: G11142222 (2222 to 1114 @ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code + “-> NGEUP” Ex: 2222Pool5->NGEUP	Your 4 digit Broker Number + “Pool” + Pipeline Code + “-> G” + 4 digit Transportation ID of End User Group + “@NGEUP” Ex: 2222Pool5 -> G1234@NGEUP
Supplier Pool to Individual End User	5 digit End User Contract Code + Your 4 digit Broker Number + (Your 4 digit Broker Number “to” 10 digit End User Transportation ID “@” Pipeline Name) Ex: 100022222 (2222 to 9084562871 @ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code + “-> NGEUP” Ex: 2222Pool5->NGEUP	Your 4 digit broker number + “Pool” + Pipeline Code + “->” + 5 digit End User Contract Code + “@NGEUP” Ex: 2222Pool5 -> 10002 @NGEUP
Supplier Pool to Customer Select Pool	“C” + Last 4 digits of CSEL Customer Transportation ID + Your 4 digit Broker Number + (Your 4 digit Broker Number “to” 6 digit CSEL Customer Transportation ID “@” Pipeline) Ex: C12342222 (2222 to 123409 @ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code “-> NGEUP” Ex: 2222Pool5->NGEUP	Your 4 digit Broker Number + “Pool” + pipeline code + “-> C” + last 4 digits of CSEL group number + “@NGEUP”
Injection into Hub (Ferc)	“H” + Your 4 digit Broker Number + “I” + Pipeline Code + (Your 4 digit Broker Number + “Hub Injection @” + Pipeline Name) Ex: H2222I5 (2222 Hub Injection @ ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code “-> HUBPT” Ex: 2222Pool5->HUBPT	Your 4 digit broker number + “Pool” + pipeline code + “-> F” + 4 digit contract code + “@HUBPT” Ex. 2222Pool5 -> F2456@HUBPT
Injection into Hub (Rate 21)	“H” + Your 4 digit Broker Number + “I” + Pipeline Code + (Your 4 digit Broker Number + “Hub Injection @” + Pipeline Name) Ex: H2222I5 (2222 Hub Injection @ ANR)	Your 4 digit Broker Number + “Pool” + Pipeline Code “-> HUBPT” Ex: 2222Pool5->HUBPT	Your 4 digit broker number + “Pool” + pipeline code + “-> R” + 4 digit contract code + “@HUBPT” Ex. 2222Pool5 -> R2456@HUBPT

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Transaction Type	Contract Code and Name	Receipt Point Code & Name – Delivery Point Code and Name	Path Name
Withdrawal from Hub (Ferc)	“H” + Your 4 digit Broker Number + “W” + Pipeline Code + (Your 4 digit Broker Number + “Hub Withdrawal @” + Pipeline Name) Ex: H2222W5 (2222 Hub Withdrawal @ANR)	“HUBPT->” + Your 4 digit Broker Number + “Pool” + Pipeline Code Ex: HUBPT->2222Pool5	“F” + 4 digit contract code + “@HUBPT ->” + 4 digit broker number + “Pool” + pipeline code EX: F2456@HUBPT -> 0801Pool5
Withdrawal from Hub (Rate 21)	“H” + Your 4 digit Broker Number + “W” + Pipeline Code + (Your 4 digit Broker Number + “Hub Withdrawal @” + Pipeline Name) Ex: H2222W5 (2222 Hub Withdrawal @ANR)	“HUBPT->” + Your 4 digit Broker Number + “Pool” + Pipeline Code Ex: HUBPT->2222Pool5	“F” + 4 digit contract code + “@HUBPT ->” + 4 digit broker number + “Pool” + pipeline code EX: F2456@HUBPT -> 0801Pool5

	StartDate	EndDate	Nominated MMBtu		
			Gross	Fuel	Net
H02222i5 (2222 Hub Injection @ANR)					
2222Pool5->HUBPT					
2222Pool5->F9087@HUBPT					
07/12/2008		07/31/2008			
2222EXT5 (2222 Pipeline Contract @ANR)			100,000	0	100,000
EXTP->2222Pool5			100,000	0	100,000
UPSCON@EXTP->2222Pool5			100,000	0	100,000
07/12/2008 Through 07/31/2008-262			5,000	0	5,000

9. The totals nominated display. These totals correspond to the date range shown in the section above “Totals are shown for 07/12/2008 Through 07/31/2008. The daily nominated totals display next to the Date Range.

	StartDate	EndDate	Nominated MMBtu			Scheduled MMBtu			Allocated MMBtu			Rank
			Gross	Fuel	Net	Gross	Fuel	Net	Gross	Fuel	Net	
H02222i5 (2222 Hub Injection @ANR)												
2222EXT5 (2222 Pipeline Contract @ANR)			100,000	0	100,000	5,000	0	5,000	5,000	0	5,000	
EXTP->2222Pool5			100,000	0	100,000	5,000	0	5,000	5,000	0	5,000	
UPSCON@EXTP->2222Pool5			100,000	0	100,000	5,000	0	5,000	5,000	0	5,000	
07/12/2008 Through 07/31/2008-262			5,000	0	5,000							
07/12/2008		07/31/2008										99
07/12/2008 Through 07/31/2008-262			20,000	0	20,000	1,000	0	1,000	1,000	0	1,000	

10. When nominations have been scheduled and allocated, those totals will display.

11. For information on creating nominations, see the Job Aid entitled “Create Nominations.”