

**The completion guidelines for the application for definition of the terms of connection to the transmission grid operated by GAZ-SYSTEM (TSO) for an entity of C Group engaged in gas transmission or distribution**

Please provide full details of the Applicant – company name, address, Regon, NIP, including details of authorized contact person – Name and Surname, Telephone No., e-mail. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Please provide the type of gas network being connected (e.g. medium or high-pressure network) including the names of the commune or towns where the planned gas customers are located.
2. Please select the group or sub-group of the gas for transmission.
3.
  - a) Please indicate the entry point (place where the gas will be delivered) to the transmission system from the catalogue of points located on the [website](#).
  - b) Please indicate the gas off-take point from the transmission system from the catalogue of points located on the [website](#).
4. Please state the planned date of commencement of providing the gas transmission service.

N.B.: Please note that the provided date of commencement of gas transmission should take into account the necessity of performing essential connection works.
5. Please state the intended use of the gaseous fuel.
6. Please complete the table specifying the years in which the indicated gas take will be performed, and specifying the year the target gas take will occur.

In the case of connections pertaining to the development of the existing station, please provide the overall amounts in the table that will be taken after the development thereof.

Should the commencement of gas transmission be planned in a specific quarter or month of a given year, please take into account the reduction of annual gas take this year.

In the case of increasing gas off-take in an existing exit point, please provide the overall amounts of gas that are planned for off-take from the transmission network.

According to the Transmission Network Code, the contracted capacity is the maximum hourly quantity of gas that can be delivered to or off-taken from an entry/exit point under normal conditions. Should there be any differences in the values provided between the maximum hourly off-taken gas and the contracted capacity, please justify.

A correctly completed application should meet the following requirements:

- The minimal hourly off-take should be smaller than the maximum hourly off-take,
- The minimal annual off-take should be smaller than the maximum annual off-take,
- The maximum annual off-take cannot exceed the product of the maximum hourly off-take, the number 24 and 365,

- The minimal annual off-take should not be smaller than the multiplication of minimal hourly amounts, the number 24 and the number 365,
- The minimal hourly off-take is the minimal gas off-take that can take place and has to be greater than zero.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant physical entry point or physical exit point (or for the nearest existing exit point).

Measurements of the quality of the transported gaseous fuel are taken by the TSO at the designated points of the transmission system. The places and the frequency of measurement taking and their results are posted on the TSO's [website](#).

- 6.1 Please state the value of  $H_{Smax}$  and information which gas station it concern for conversion from  $m^3n$  to kWh. Information about it are located on the Gas Transmission Operator GAZ-SYSTEM S.A. [website](#).
- 6.2 In regard to the situation when Applicant apply for increasing the off-take of gaseous fuel from gas station, which shall be modernized or extended. It should be indicated whether stated amounts in the table in point 6 contain currently off-taken capacity.
7. Please complete the table on gas delivery description to the transmission network of the TSO. The overall gas off-take in the table should amount to 100%.
8. Please provide the required gas pressure in the supply and off-take points (exit point from the transmission network of the TSO).
9. Please specify whether the Applicant holds a license for gas transmission and distribution (license promise).
10. Please provide any additional information that will influence the determination of the connection conditions:
  - 10.1 This concerns the situation wherein the Client is applying for an off-take increase or change in gas pressure at an existing gas station which should be modernized and where it is currently off-taking gas in order to transmit it to its customers.
  - 10.2 Concerns other situations.
11. Concerns the situation wherein the Applicant intends to transmit gas to customers, who are already off-taking gas in another exit point than that specified in point 3, and in the moment that the applied for network connection has been made available, they shall resign from off-taking in the current point.
12. Please complete in the case of an affirmative situation in points 10.1 or 11

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13. Please provide the gas quality requirements or the gas transmission conditions other than those specified in the Transmission Network Code.
  14. Please provide the documents attached to the application. Appendix as prognostic analysis shall be completed according to the form available at the Gas Transmission Operator GAZ-SYSTEM S.A. website.

N.B.: Any copies of documents submitted should be certified as true copies by a legal advisor or notary or person authorized to represent the Applicant.

The application should be signed by the competent organ to represent the Company pursuant to the current duplicate of the Register of Entrepreneurs (KRS) or a person with a power of attorney. In the event of the application being signed by a person with a power of attorney, please provide the documents confirming the granting of such a power of attorney.

**Within the meaning of § 9 item 1 of the Regulation of the Minister of the Economy, Labour and Social Policy on special conditions for connecting entities to gas networks, the traffic and operation of those networks, of 2 July 2010, (i.e. Dz. U. 2014 item 1059 ) , the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**

**The completion guidelines for the application for definition of the terms of connection to the transmission grid operated by GAZ-SYSTEM (TSO) for an entity of A Group, constituting a final consumer of natural gas**

Please provide full details of the Applicant – company name, address, Regon, NIP, including details of authorized contact person – Name and Surname, Telephone No., e-mail. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Please provide the name and type of building being connected (building, outbuilding, service, trade, production plant, etc.) and its location (address of place of gas off-take – town, commune, street, building number, office number, plot number, district).
2. Please select the gas group or sub-group that is to be transmitted.
3.
  - a) Please indicate the entry point (place, where the gas will be delivered) to the transmission system from the catalogue of points located on the [website](#).
  - b) Please indicate the gas off-take point from the transmission system from the catalogue of points located on the [website](#).
4. Please state the planned date of commencement of providing the gas transmission service.

N.B.: Please note that the stated date of commencement of gas transmission should take into account the performance of necessary connection works.

5. Please specify the purpose for which the gas will be used (e.g. industrial production, heating).
6. Please state the type of gas receivers that are located in the connected building; the quantity of receivers and the off-take of gas by each receiver.
7. Please complete the table:

- stating the number of off-take years,
- specifying the year in which the target gas off-take will occur.

Should the commencement of gas transmission be planned in a specific quarter or month of a given year, please take into account the reduction of annual gas take this year.

In the case of increasing gas off-take in an existing exit point, please provide the overall amounts of gas that is planned for off-take from the transmission network.

According to the Transmission Network Code, the contracted capacity is the maximum hourly quantity of gas that can be delivered to or off-taken from an entry/exit point under normal conditions. Should there be any differences in the values provided between the maximum hourly off-taken gas and the contracted capacity, please justify.

A correctly completed application should meet the following requirements:

- The minimal hourly off-take should be smaller than the maximum hourly off-take,

- The minimal daily off-take should be smaller than the maximum daily off-take,
- The minimal daily off-take should not be smaller than the multiplication of minimal hourly amounts and the number 24,
- The minimal annual off-take should be smaller than the maximum annual off-take,
- The maximum daily off-take cannot exceed the twenty-fold maximum hourly off-take,
- The maximum annual off-take cannot exceed the maximum daily off-take multiplied by 365,
- The minimal hourly off-take is the minimal gas off-take that can take place and has to be greater than zero.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant physical entry point or physical exit point (or for the nearest existing exit point).

Measurements of the quality of the transported gaseous fuel are taken by the TSO at the designated points of the transmission system. The places and the frequency of measurement taking and their results are posted on the TSO's [website](#).

7.1 Please state the value of  $H_{S_{max}}$  and information which gas station it concern for conversion from  $m^3n$  to kWh. Information about it are located on the Gas Transmission Operator GAZ-SYSTEM S.A. [website](#).

7.2 In regard to the situation when Customer/Applicant apply for increased the off-take of gaseous fuel from gas station, which shall be modernize or expand/extend. It should be indicate whether stated amounts in the table in point 7 contain currently off-taken capacity.

8. Please complete the table on gas off-take description from the transmission network of the TSO. The overall gas off-take in the table should amount to 100%.
9. Please state the required pressure of the gas in the off-take point (exit point from the transmission system of the TSO).
10. Please provide information on operation conditions of connected gas facilities – gas receivers.
11. Please state the minimal amount of gas necessary to maintain technological traffic of gas facilities (to be completed in the event of gas off-take above 10,000  $m^3/day$ ).
12. Please state a different energy source that can be utilized for the requirements of the Applicant or for the requirements of customers of the Applicant in the event of any congestion in the transmission of natural gas. Please state the number of hours or days in which it is possible to use other sources of energy.

13. Please provide the gas quality requirements or the gas transmission conditions other than those specified in the Transmission Network Code.
14. Please state whether the gas odorisation service is required from the TSO.
15. Please state whether in the connected building gas derived from the transmission or distribution network is currently being off-taken.
16. Should gas be currently off-taken from the transmission or distribution network in the building being connected, please state the off-taken amounts and the off-take location – gas station.
17. Please provide the documents attached to the application.

N.B.: Any copies of documents submitted should be certified as true copies by a legal advisor or notary or person authorized to represent the Applicant.

Within the meaning of § 7 item 4 , point 1 of the Regulation of the Minister of Economy, Labour and Social Policy of 2 July 2010 on the special detailed conditions for connecting entities to gas networks, the traffic and operation of those networks it is required to submit to the application for the definition of terms of connection a “declaration concerning the legal title of the Applicant to use the building or real estate in which the facilities and installations shall be used.”

The application should be signed by the competent organ to represent the Company pursuant to the current duplicate of the Register of Entrepreneurs (KRS) or a person with a power of attorney. In the event of the application being signed by a person with a power of attorney, please provide the documents confirming the granting of such a power of attorney.

**Within the meaning of § 9 item 1 of the Regulation of the Minister of the Economy, Labour and Social Policy on special conditions for connecting entities to gas networks, the traffic and operation of those networks, of 2 July 2010, (i.e. Dz. U. 2014 item 1059 ), the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**

## **The completion guidelines for the application for definition of the terms of connection to the transmission grid operated by GAZ-SYSTEM (TSO) for an entity of C Group possessing a liquefied natural gas installations**

Please provide full details of the Applicant – company name, address, Regon, NIP, including details of authorized contact person – Name and Surname, Telephone No., e-mail. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Please provide the name and type of building being connected, as well as its location.
2. Please state the planned date of commencement of providing the gas transmission service.

N.B.: Please note that the stated date of commencement of gas transmission to the transmission system should take into account the performance of necessary connection work.

3. Please state the intended use of the gaseous fuel.
4. Please complete the table stating the number of off-take years, specifying the year in which the target gas off-take will occur.

Should the commencement of gas transmission be planned in a specific quarter or month of a given year, please take into account the reduction of annual gas take this year.

In the case of increasing gas off-take in an existing exit point, please provide the overall amounts of gas that is planned for off-take from the transmission network.

According to the Transmission Network Code, the contracted capacity is the maximum hourly quantity of gas that can be delivered to or off-taken from an entry/exit point under normal conditions. Should there be any differences in the values provided between the maximum hourly off-taken gas and the contracted capacity, please justify.

A correctly completed application should meet the following requirements:

- The minimal hourly off-take should be smaller than the maximum hourly off-take,
- The minimal annual off-take should be smaller than the maximum annual off-take,
- The maximum annual off-take cannot exceed the maximum daily off-take multiplied by 365,
- The minimal hourly off-take is the minimal gas off-take that can take place and has to be greater than zero.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant physical entry point or physical exit point (or for the nearest existing exit point).

Measurements of the quality of the transported gaseous fuel are taken by the TSO at the designated points of the transmission system. The places and the frequency of measurement taking and their results are posted on the TSO's [website](#).

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- 4.1 Please state the value of  $H_{s_{max}}$  and information which gas station it concern for conversion from  $m^3n$  to kWh. Information about it are located on the Gas Transmission Operator GAZ-SYSTEM S.A. [website](#).
  5. Please state the composition of the liquefied natural gas supplied to the transmission system.
  6. Please complete the table on gas transmission description to the transmission network of the TSO. The overall gas off-take in the table should amount to 100%.
  7. Please provide the pressure of the regasified natural gas in the supply point to the transmission system of the TSO.
  8. Please complete if, during the start-up of the connected liquefied natural gas installation to the transmission system of the TSO, other parameters of gas shall be required than those required during operations.
  9. Please specify whether the Applicant holds a license (license promise).
  10. Please provide any additional information that will influence the determination of the connection conditions.
  11. Please provide the gas quality requirements or the gas transmission conditions different than those specified in the Transmission Network Code.
  12. Please provide the documents attached to the application.

N.B.: Any copies of documents submitted should be certified as true copies by a legal advisor or notary or person authorized to represent the Applicant.

The application should be signed by the competent organ to represent the Company pursuant to the current duplicate of the Register of Entrepreneurs (KRS) or a person with a power of attorney. In the event of the application being signed by a person with a power of attorney, please provide the documents confirming the granting of such a power of attorney.

**Within the meaning of § 9 item 1 of the Regulation of the Minister of the Economy, Labour and Social Policy on special conditions for connecting entities to gas networks, the traffic and operation of those networks, of 2 July 2010, (i.e. Dz. U. 2014 item 1059 ), the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**

## **The completion guidelines for the application for definition of the terms of connection to the transmission grid operated by GAZ-SYSTEM (TSO) for an entity of C Group engaged in gas storage**

Please provide full details of the Applicant – company name, address, Regon, NIP, including details of authorized contact person – Name and Surname, Telephone No., e-mail. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Please provide the name and type of storage facility being connected as well as its location.
2. Please select the gas group or sub-group that is to be delivered to and from the transmission system.
3. Please indicate the exit point from the transmission system to which the gas transmission service shall be performed as well as the entry point from which the transmission service shall be rendered. The list of existing physical system points is available on TSO's website. This information is essential to evaluate technical possibilities of gas fuel transmission by transmission system.

Should the construction of a new entry point prove to be necessary (in which gas fuel will be transmitted for injection to UGS purpose)), please specify the proposed location. In such a case, it shall be necessary to file an application for the connection of such a point.

4. Please state the planned date of commencement of the gas transmission to/from the storage facility.
5. Please state the intended use of the gaseous fuel.
6. Please state the active capacity of the storage facility.
7. Please complete the table stating the years when the indicated gas injection capacity to the storage facility will occur and the off-take capacity from the storage facility, stating the year in which the target capacity is planned.

Should the commencement of gas transmission be planned in a specific quarter or month of a given year, please take into account the reduction of annual gas take this year.

In the case of increasing gas injection in the storage facility in an existing exit point and/or increasing the off-take capacity from the storage facility at an existing entry point, please provide the overall capacity that is planned for injection into the storage facility and/or off-take from the storage facility.

A correctly completed application should meet the following requirements:

- Minimal hourly injection capacity should be smaller than the maximum hourly injection capacity,
- The minimal hourly off-take should be smaller than the maximum hourly off-take capacity.

8. Please complete the table:

- stating the number of off-take years,
- specifying the year in which the target gas off-take will occur.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant physical entry point or physical exit point (or for the nearest existing exit point).

Measurements of the quality of the transported gaseous fuel are taken by the TSO at the designated points of the transmission system. The places and the frequency of measurement taking and their results are posted on the TSO's [website](#).

8.1 Please state the value of  $H_{S_{max}}$  and information which gas station it concern for conversion from  $m^3n$  to kWh. Information about it are located on the Gas Transmission Operator GAZ-SYSTEM S.A. [website](#).

9. Please complete the table on the storage facility operation description.

The overall annual percentage of gas off-take capacity from the storage facility in the table should amount to 100%.

The overall annual percentage of gas injection capacity to the storage facility in the table should amount to 100%.

10. Please state the required gas pressure during injection of the gas to and from the storage facility.

11. Please specify whether the Applicant holds a license for gas storage (license promise).

12. Please provide any additional information that will influence the determination of the connection conditions.

13. Please provide the gas quality requirements or the gas transmission conditions different than those specified in the Transmission Network Code.

14. Please provide the documents attached to the application.

N.B.: Any copies of documents submitted should be certified as true copies by a legal advisor or notary or person authorized to represent the Applicant.

The application should be signed by the competent organ to represent the Company pursuant to the current duplicate of the Register of Entrepreneurs (KRS) or a person with a power of attorney. In the event of the application being signed by a person with a power of attorney, please provide the documents confirming the granting of such a power of attorney.

**Within the meaning of § 9 item 1 of the Regulation of the Minister of the Economy, Labour and Social Policy on special conditions for connecting entities to gas networks, the traffic and operation of those networks, of 2 July 2010, (i.e. Dz. U. 2014 item 1059 ), the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**

## **The completion guidelines for the application for definition of the terms of connection to the transmission grid operated by GAZ-SYSTEM (TSO) for an entity of C Group engaged in extraction activity from gas mines**

Please provide full details of the Applicant – company name, address, Regon, NIP, including details of authorized contact person – Name and Surname, Telephone No., e-mail. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Please provide the name and type of gas mine being connected and its location.
2. Please select the gas group or sub-group that is to be delivered to the transmission system.
3. Please state the intended use of the gaseous fuel.
4. Please specify the composition of the gas supplied to the transmission system with consideration possible variation in gas composition during exploitation of the deposit.
5. Please complete the table constituting Appendix No. 1 to this application.

In the case of increasing gas delivery to the transmission network in an existing entry point, please provide the overall amounts of gas that is planned for delivery to the transmission network.

A correctly completed application should meet the following requirements:

- The minimal hourly amount of gas should be smaller than the maximum hourly amount of gas.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant gas mine.

6. Please state the planned date of commencement of gas delivery to the transmission system.

N.B.: Please note that the stated date of commencement of gas delivery to the transmission system should take into account the performance of necessary connection works.

7. Please state the contracted capacity ( $m^3n/h$ ).
8. Please complete the table on the gas delivery description to the transmission system of the TSO. The overall percentage annual gas off-take in the table should amount to 100%.
9. Please provide a description of the requirements during the start-up stage of the mine being connected to the transmission system of the TSO.

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10. Please specify whether the Applicant holds a license (license promise).
  11. Please provide any additional information that will influence the determination of the connection conditions, (e.g. proposed location for connection to TSOs network, diameters, gas pipeline coverage).
  12. Please provide the gas quality requirements or the gas transmission conditions different than those specified in the Transmission Network Code.
  13. Please provide the documents attached to the application.

N.B.: Any copies of documents submitted should be certified as true copies by a legal advisor or notary or person authorized to represent the Applicant.

The application should be signed by the competent organ to represent the Company pursuant to the current duplicate of the Register of Entrepreneurs (KRS) or a person with a power of attorney. In the event of the application being signed by a person with a power of attorney, please provide the documents confirming the granting of such a power of attorney.

**Within the meaning of § 9 item 1 of the Regulation of the Minister of the Economy, Labour and Social Policy on special conditions for connecting entities to gas networks, the traffic and operation of those networks, of 2 July 2010, (i.e. Dz. U. 2014 item 1059 ), the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**

**The completion guidelines for the application for inquiry about the possibility of connection to the network managed by Gas Transmission Operator GAZ-SYSTEM S.A. (TSO) for parties not holding a legal title to the facility where the connected equipment, installations or networks are to be used.**

Please provide full details of the Applicant – company name, address, statistical number (Regon), tax identification number (NIP) and contact person – first name and surname, phone number, email. Authorized contact person will be constantly cooperate with Customer Assistant.

1. Indicate type of facility to be connected and its location (address of gas consumption point – locality, commune, street, building no., apartment no., plot no., precinct).
2. Please select the group or sub-group of the gas for transmission.
3.
  - a) Please indicate the entry point (place where the gas will be delivered) to the transmission system from the catalogue of points located on the [website](#).
  - b) Please indicate the gas off-take point from the transmission system from the catalogue of points located on the [website](#).
4. Please state the planned date of commencement of providing the gas transmission service.

N.B.: Please note that the provided date of commencement of gas transmission should take into account the necessity of performing essential connection works.

5. Please fill in the table:

- indicate the years when the volumes are to be taken;
- indicate the year when the ultimate take-off volume is planned.

In case when the starting date of gas transmission is planned for a particular quarter or month of a given year, take into account the reduced annual gas take-off in such year.

In the case of increasing delivery of gaseous fuel to transmission network in an existing physical exit point, please provide the overall amounts of gas that are planned for delivery to the transmission network.

A correctly filled in application should pass the following test:

- Maximum annual consumption must not be greater than the product of maximum hourly volume multiplied by 24 multiplied by 365.

N.B.: Amounts of the gaseous fuel expressed in energy units are determined in the following manner:

Amounts of the gaseous fuel expressed in energy units which are delivered for transmission at physical entry point and off-taken from the transmission system at the physical exit point, are indicated as the multiplication of planned volume of gaseous fuel in the relevant physical entry point or physical exit point, and Gross calorific value  $H_{SN}$  which is determined for relevant physical entry point or physical exit point (or for the nearest existing exit point).

Measurements of the quality of the transported gaseous fuel are taken by the TSO at the designated points of the transmission system. The places and the frequency of measurement taking and their results are posted on the TSO's [website](#).

5.1 Please state the value of  $H_{s_{max}}$  and information which gas station it concern for conversion from  $m^3n$  to kWh. Information about it are located on the Gas Transmission Operator GAZ-SYSTEM S.A. [website](#).

5.2 In regard to the situation when Applicant apply for increasing the off-take of gaseous fuel from gas station, which shall be modernized or extended. It should be indicated whether stated amounts in the table in point 5 contain currently off-taken capacity.

6. Please complete the table in case of connection storage facility.

7. Specify the required gas pressure at the take-off point (exit point from the TSO's transmission system).

8. Specify the required gas quality parameters or conditions of its transportation, if other than those set out in the Transmission Network Code.

The application should be signed by a body authorized to represent the company in accordance with the current extract from the register of entrepreneurs (KRS) or an individual holding a power of attorney. In case when the application is signed by a holder of a power of attorney, please deliver the relevant document evidencing the granting of such power of attorney..

**In understanding of § 9 item 1 of the Regulation of the Minister of the Economy on detailed conditions of gas system operations of July 2, 2010, (i.e. Dz. U. 2014 item 1059 ) the date of submitting the application shall be considered the date of receipt of an application that has passed procedural verification.**