

## **Filing Receipt**

Filing Date - 2023-06-07 09:04:49 AM

Control Number - 54440

Item Number - 739

S3060 06/07/2023



## CY 2023 Registration of Submetered OR Allocated Utility Service

**NOTE:** Please **<u>DO NOT</u>** include any person or protected information on this form (ex: tax identification #'s social security #'s etc.)

Control Number: 54440
Registration No.:
(this number to be assigned by the
PUC after your form is filed)

PROPERTY OWNER: Do not enter the name of the owner's contract manager, management company, or billing company.  Name   VCP BROOKSIDE LLC  Mailing Address:   5956 SHERRY LANE FLOOR 20   City   DALLAS   State   TX   Zip   75225  Telephone# (AC)   490-205-4078    E-mail	tills form (ex: tax identification # s, social sectifity	# S, etc.)		
Mailing Address:	PROPERTY OWNER: Do <u>not</u> enter the name of the owner's o	contract manager, manage	ement company,	or billing company.
Telephone# (AC)	Name VOP BROOKSIDE LLC			
Name   The Gallery   Brookside	Mailing Address: 5956 SHERRY LANE FLOOR 20 City	ĎAĽĽÁŠ:	State TX	Zip 75225
NAME, ADDRESS, AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED  Name The Gallery Brookside  Mailing Address: 325 Raintree Dr City Tyler State TX Zip 75703  Telephone# (AC) 430-205-4078  E-mail c/o legal@conservice.com  ★ Apartment Complex Condominium Manufactured Home Rental Community Multiple-Use Facility  If applicable, describe the "multiple-use facility" here:  INFORMATION ON UTILITY SERVICE  Tenants are billed for ★ Water ★ Wastewater City of Tyler  Date submetered or allocated billing begins (or began) 2/1/2023 Required  METHOD USED TO OFFSET CHARGES FOR COMMON AREAS Check one line only.  Not applicable, because Bills are based on the tenant's actual submetered consumption  There are neither common areas nor an installed irrigation system  All common areas and the irrigation system(s) are metered or submetered:  We deduct the actual utility charges for water and wastewater to these areas then allocate the remaining charges among our tenants.  This property has an installed irrigation system that is not separately metered or submetered:  We deduct percent (we deduct at least 25 percent) of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.  ★ This property has an installed irrigation system(s) that is/are separately metered or submetered:  We deduct the actual utility charges associated with the irrigation system(s), then deduct at least 5 percent of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.  This property does not have an installed irrigation system:  We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.  This property does not have an installed irrigation system:  We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, and then allocate the remaining charges among our tenants.	Telephone# (AC)   430-205-4078			
Name   The Gallery Brookside   Mailing Address:   325 Raintree Dr   City   Tyler   State   TX   Zip   75703	E-mail			
Mailing Address: 325 Raintree Dr	NAME, ADDRESS, AND TYPE OF PROPER	TY WHERE UTILITY S	SERVICE IS PR	OVIDED
Telephone# (AC)   430-205-4078   E-mail   c/o legal@conservice.com   Manufactured Home Rental Community   Multiple-Use Facility   If applicable, describe the "multiple-use facility" here:   INFORMATION ON UTILITY SERVICE   Submetered OR   X   Allocated ***   Allocated billing begins (or began)   2/1/2023   Required   Required   Repuired   Repu	Name The Gallery Brookside			
E-mail c/o legal@conservice.com    Apartment Complex   Condominium   Manufactured Home Rental Community   Multiple-Use Facility     If applicable, describe the "multiple-use facility" here:	Mailing Address: 325 Raintree Dr City	Tyler	State TX	Zip 75703
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If applicable, describe the "multiple—use facility" here:	E-mail c/o legal@conservice.com			
Tenants are billed for	▼ Apartment Complex Condominium Manufa	actured Home Rental Co	ommunity	Multiple-Use Facility
Name of utility providing water/wastewater   City of Tyler	If applicable, describe the "multiple-use facility" here:			
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★★★IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE TWO OF THIS FORM ★★★	allocate the remaining charges among our tenants.	-		
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You can e-file this form online through the PUC Interchange Filer (https://interchange.puc.texas.gov/filer).		_ , _		-
- You can find instructions for E-Filing at https://www.puc.texas.gov/industry/filings/E-FilingInstructions.pdf.	- You can find instructions for E-Filing at https://www.pu	ıc.texas.gov/industry/fi	lings/E-Filing	Instructions.pdf.
		D 11 4 1 1 1		
Or you may mail <b>one</b> copy to: For all other delivery or courier services:		For all other delivery c	or courter servi	ces:
For USPS:	roi usrs.			
Public Utility Commission of Texas Central Records Public Utility Commission of Texas Central Records	Public Utility Commission of Texas Central Records	Public Utility Commis	sion of Texas	Central Records
P.O. Box 13326 1701 N. Congress Ave., 8-100				
Austin, TX 78711-3326 Austin, TX 78701		_	<u> </u>	

## METHOD USED TO ALLOCATE UTILITY CHARGES

Check the box or boxes that describe the allocation method used to bill tenants.

1. Occupancy method: The number of occupants in the tenant's dwelling unit is divided by the total number of occupants in all dwelling units at the beginning of the month for which bills are being rendered.

<ol> <li>Ratio occupancy method:</li> </ol>		Number of Occupants for
	Number of Occupants	Billing Purposes
The number of occupants in the tenant's dwelling unit	1	1.0
is adjusted as shown in the table to the right. This	2	1.6
adjusted value is divided by the total of these values	3	2.2
for all dwelling units occupied at the beginning of the	>3	2.2 + 0.4 for each additional occupant
retail public utility's billing period.		_

Estimated occupancy method:	Number of	Number of Occupants for
	Bedrooms	Billing Purposes
The estimated occupancy for each unit is based on the	0 (Efficiency)	1
number of bedrooms as shown in the table to the	1	1.6
right. The estimated occupancy in the tenant's	2	2.8
dwelling unit is divided by the total estimated	3	4.0
occupancy in all dwelling units regardless of the actual number of occupants or occupied units.	>3	4.0 + 1.2 for each additional bedroom
number of occupants of occupied units.		

For Box #4: if you check off with the % you will need to choose #1, #2, or #3 from above as the reminder of no more than 50%.

4. Occupancy and size of rental unit percent (in which no more than 50%) of the utility bill for

consumption is allocated using the occupancy method checked above. The remainder is allocated according to either:

- the size of the tenant's dwelling unit divided by the total size of all dwelling units, OR
- the size of the space rented by the tenant of a manufactured home divided by the size of all rental spaces.

Submetered hot water:

The individually submetered hot water used in the tenant's dwelling unit is divided by all submetered hot water used in all dwelling units.

Submetered cold water is used to allocate charges for hot water provided through a central system:

The individually submetered cold water used in the tenant's dwelling unit is divided by all submetered cold water used in all dwelling units.

As outlined in the condominium contract. Describe:

Size of manufactured home rental space:

The size of the area rented by the tenant divided by the total area of all the size of rental spaces.

Size of the rented space in a multi-use facility:

The square footage of the space rented by the tenant divided by the total square footage of all rental spaces.