

FEDERAL ENERGY REGULATORY COMMISSION  
Office of Energy Policy  
and Innovation

Washington, DC 20426

January 29, 2020

**TO COMPANIES FILING FERC FORM NO. 552  
ANNUAL REPORT OF NATURAL GAS TRANSACTIONS**

Enclosed are instructions and other pertinent information for use in preparation and submission of FERC Form No. 552, Annual Report of Natural Gas Transactions (Form No. 552), for the reporting year ending December 31, 2019.

**HIGHLIGHTS**

- The deadline for filing the 2019 Form No. 552 is **May 1, 2020**.<sup>1</sup>
- Please note that after eFiling the FERC Form No. 552, respondents will be emailed either a “Notice of Insertion” if their filing was submitted correctly or a “Notice of Rejection” if their filing was submitted incorrectly.
- The fillable Form No. 552 PDF is available for download at <http://www.ferc.gov/docs-filing/forms/form-552/form-552.pdf>.
- All software and technical questions regarding submission and access to FERC Form No. 552 should be directed to FERC online support staff by email at [ferconlinesupport@ferc.gov](mailto:ferconlinesupport@ferc.gov).
- Questions concerning reporting and filing requirements should be directed to the Office of Energy Policy and Innovation’s Division of Energy Market Assessments by email at [form552@ferc.gov](mailto:form552@ferc.gov).

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<sup>1</sup>See 18 C.F.R. § 260.401(b)(2).

## **WHO MUST SUBMIT FERC FORM NO. 552**

Physical natural gas buyers and sellers must complete and file the form annually if their "reportable" natural gas purchases or sales are equal to or greater than 2.2 million (2,200,000) MMBtu for the reporting year.<sup>2</sup>

## **WHEN AND HOW TO SUBMIT FERC FORM NO. 552**

Companies required to file the Form No. 552 must eFile it by May 1, 2020, by 5:00 PM, Eastern Time. Paper copies are not acceptable.

New companies filing for the first time must first register with FERC Online at <https://ferconline.ferc.gov/eRegistration.aspx>. Once registration is complete, a company can eFile their Form No. 552 report at <http://www.ferc.gov/docs-filing/efiling.asp>.

Tips and instructions for completing the Form No. 552 are available at <http://www.ferc.gov/docs-filing/forms.asp#552>.

## **RESUBMISSIONS OF FERC FORM NO. 552**

Resubmit any revised Form No. 552 data using the fillable Form No. 552 PDF at <http://www.ferc.gov/docs-filing/forms/form-552/form-552.pdf>. Revised reports should be noted in the remarks section of the List of Schedules. The reason for the resubmission must be explained.

Any questions concerning reporting and filing requirements should be directed to the Office of Energy Policy and Innovation's Division of Energy Market Assessments by email at [form552@ferc.gov](mailto:form552@ferc.gov).

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<sup>2</sup>See 18 C.F.R. § 260.401(b)(1)(i) and (ii).