

FREQUENTLY ASKED QUESTIONS, RULES, LAWS, AND INFORMATION

Commission Authority

The purpose of this form is to collect financial and operational information from solid waste collection companies regulated by the Washington Utilities and Transportation Commission (UTC). The UTC's authority for requiring this report is found in RCW 81.04.080. This report is a non-confidential public use form.

Certification

An authorized officer, partner or owner must sign the Annual Report Certification. Unsigned reports are considered incomplete and may be subject to penalties.

Regulatory Fees

Regulatory fees are set by UTC order A-140166.

Deadlines, Late Fees, Interest, and Penalties

All solid waste companies regulated by the UTC are required to complete this form. Failure to properly complete all schedules will result in the report being considered incomplete and subject to penalties. Completed forms AND regulatory fee payments must be received by the UTC no later than May 1 - NOT the postmarked date.

Failure to pay the regulatory fees by the deadline will result in a 2 percent late fee on the regulatory fee amount due and a 1 percent monthly interest charge on the unpaid balance of the regulatory fee amount due.

Failure to file a complete annual report AND pay regulatory fees by the deadline will result in a financial penalty of \$250 between 1 and 30 days late, \$500 between 31 and 60 days late, and \$1,000 between 61 and 90 days late. Failure to file a complete report AND pay regulatory, late, and interest fees within 90 days may result in additional penalties up to cancellation of certificate.

Extension Requests

You may file a written request for an extension to file the completed annual report; however, **the UTC will not extend the deadline for paying regulatory fees**. Extension requests must be filed with the UTC by **April 15th**, must state a valid reason explaining why the extension is needed, and must identify a date by which the report will be filed with the UTC. Even if your request is approved, you will still be responsible for late fees and interest payments if you fail to pay your regulatory fees by May 1. Extension requests can be filed online at:

<http://www.utc.wa.gov/docs/Pages/ElectronicFiling.aspx>

Completing Information

- **Do NOT leave numeric fields blank** or it will be considered incomplete. For non-applicable numeric fields, enter zero.
- **Do NOT leave fields blank** or it will be considered incomplete. - For Non-applicable text fields, enter N/A. For fields where the "X if same as" option is selected, may be left blank.

No longer operating in Washington

You may cancel your registration or permit by using the Voluntary Cancellation Form available at:

<http://www.utc.wa.gov/regulatedIndustries/transportation/charterBuses/Pages/default.aspx>

Confidential Status

Solid waste collection may claim certain information in this report as confidential. **To apply confidential treatment, the company must properly mark confidential documents as described in WAC 480-07-160.** The regulatory fee calculation schedule is not a confidential document and will not be treated as confidential under the rule. To view the confidential requirements in WAC 480-07-160, please visit the following site:

<https://apps.leg.wa.gov/WAC/default.aspx?cite=480-07-160>

Electronic Filing and Payment

To submit a report online or pay your regulatory fees online visit:

<https://www.utc.wa.gov/regulatedIndustries/Pages/annualReports.aspx>

Staff Contact

Rachel Stark at (360) 664-1157 or

annualreports@utc.wa.gov

TTY Toll-Free phone number 1-800-833-6384

ANNUAL REPORT AND AFFILIATED INTEREST CERTIFICATION

WAC 480-70-071 Reporting requirements.

(1) Annual reports. An annual report is an end-of-the-year summary of financial and operational activity that each regulated company is required to file with the commission.

(a) Each year the commission provides an annual report form and instructions to each company at its address of record. Failure to receive the form does not relieve a company of its obligation to complete and file its annual report. A company that does not receive an annual report form must contact the commission to request a copy of the form.

(b) A company must file a complete, accurate annual report showing all requested information by May 1 of the succeeding year. Information provided on the annual report must agree with source documents maintained at company offices.

(c) The commission may grant an extension of time allowing the company to file its annual report after the May 1 due date if the commission receives a request for extension before May 1.

(d) The commission may issue penalty assessments or take action to suspend or cancel a certificate if a company fails to file its required annual report.

(e) A company selling, canceling, transferring, or in some other manner discontinuing operations must submit an annual report for that portion of the year in which the company operated.

(2) Other reports. The commission may require a company to file periodic or other special reports.

WAC 480-70-079 Affiliated interest and subsidiary transactions report.

(1) By June 1 of each year each Class A company must file a report summarizing all transactions that occurred between the company and its affiliated interests, except for transactions provided at tariff rates, and the company and its subsidiaries, during the period January 1 through December 31 of the preceding year.

(2) The information required in this subsection must be for total company and for total state of Washington. The report must include a corporate organization chart of the company and its affiliated interests and subsidiaries.

(3) When total transactions with an affiliated interest or a subsidiary are less than one hundred thousand dollars for the reporting period, the company must provide the name of the affiliated interest or subsidiary participating in the transactions and the total dollar amounts of the transactions. When total transactions with an affiliated interest or subsidiary equal or exceed one hundred thousand dollars for the reporting period, the company must provide:

(a) A balance sheet and income statement for such affiliated interest;

(b) A description of the products or services provided to or from the company and each such affiliated interest or subsidiary;

(c) A description of the pricing basis or costing method, and procedures for allocating costs for such products or services, and the amount and accounts charged during the year;

(d) A description of the terms of any loans between the company and each such affiliated interest or subsidiary and a listing of the year-end loan amounts and maximum loan amounts outstanding during the year;

(e) A description of the terms and total amount of any obligation or liability assumed by the company for each such affiliated interest or subsidiary;

(f) A description of the activities of each such affiliated interest or subsidiary with which the company has transactions; and

(g) A list of all common officers and directors between the solid waste company and each such affiliated interest or subsidiary, along with their titles in each organization.

(4) The company is obligated to file verified copies of affiliated interest contracts and arrangements as stated in WAC 480-70-078 (Affiliated interests—Contracts or arrangements).

SOLID WASTE COMPANIES

Class A

Annual Intrastate Gross Operating Revenue More Than \$5 Million

Class B

Annual Intrastate Gross Operating Revenue Less Than \$5 Million

2019 ANNUAL REPORT

FOR

Registered Name of Business on file with Commission

Waste Management of Washington, Inc.

dba: (see attached list)

Official Mailing Address

720 4th Avenue, Suite 400

Certificate Number

G-237

City

Kirkland

State

WA

ZIP Code

98033-8136

Official Email Address

mweinst@wm.com

'X' if any information listed above has been updated

Report Year Ended: December 31, 2019

Inquiries concerning this Annual Report should be addressed to:

Name:	Michael A. Weinstein	
Title:	Senior Pricing Manager	
Address:	720 4th Avenue, Suite 400	
City:	Kirkland	
State:	WA	Zip Code: 98033-8136
Telephone:	(425) 814-7840	
Email:	mweinst@wm.com	



UTC

Washington Utilities
and Transportation
Commission

REPORT MUST BE RECEIVED NO LATER THAN: May 1, 2020

Ownership

Instructions:

- List the first name (or Company Name), last name (or State of Registration), title, and percentage of all owners **holding directly or indirectly five percent or greater** of voting securities of the Company.
- Group all owners holding less than five percent as 'Other Owners'.
- **Represent Percentage in decimal form (e.g., 80% is entered as 0.8000).**

First Name (or Company)	Last Name (or State Registered)	Title	Ownership
Waste Management Holdings, Inc.	Deleware	Parent Company	100%
Sum of Other Owner's holding less than 0.0500 (5%) individually			

Industry Specific Information

USDOT Number

If you need to locate your USDOT number, go to

[U.S. Department of Transportation Federal Motor Carrier Safety Administration](http://www.fhwa.dot.gov/safety/federal_motor_carrier_safety_administration/)

USDOT No. 1967746

Insurance Information

List current insurance information

Insurance Company	Policy No.	Company Phone No.
Ace American Insurance	ISAH07840263	

Emergency Contact Information

List the Name and Contact Information for the Safety Director and Claims Manager.

Title	Name	Principal Business Address	Phone No.
Safety Director	Gerald Ginter	720 4th Avenue, Suite 400, Kirkland, WA	(503) 331-2261

Does the company understand and acknowledge the responsibilities under Washington Administrative Code (WAC) 480-70-386? To review the requirements, go to the websites below

[WAC 480-70-386](#)

Please type Yes or No: Yes

UTC Referred Consumer Complaint Contact Information

Name	Title	Address	Email	Phone
Michael Weinstein	Senior Pricing Manager	720 4th Avenue, Suite 400, Kirkland, WA 98033	mweinst@wm.com	(425)814-7840
Denie Covert	Area Manager of Customer Experience	2625 W. Grandview Rd. Suite 150, Phoenix, AZ 85023	DCovert1@wm.com	(602) 906-5053

SCHEDULE 1 Vehicle and Mileage Information

Vehicle Information

Instructions

- Indicate the number of drivers and vehicles used in **UTC-regulated** operations.
- **Do not leave fields blank** - if not applicable, enter 0.

Drivers employed	724
Total vehicles operated	902
Total vehicles owned	630
Total vehicles leased	79
Total vehicles under 10,000 lbs. (gvw rating)	193

Total Operating Miles

Instructions

- Report all miles driven by company vehicles.
- **Intrastate** miles are all miles driven where both the start and end points were within Washington.
- **Interstate** miles are all miles driven where the start and/or end point of the trip were outside Washington.
- **Do not leave fields blank** - if not applicable, enter 0.

UTC-Regulated Intrastate Miles	12,773,772
Interstate Miles	0

Recordable Intrastate and Interstate Accidents

Instructions

- Report accidents by incident occurrence, i.e., if there were two disabled vehicles requiring towing in one accident, report only the one accident occurrence.
- Number of recordable accidents IS NOT a total of other categories; record the number of accidents that occurred.
- **Do not leave fields blank** - if not applicable, enter 0.

Recordable Accidents	UTC-Regulated Intrastate	Interstate
A fatality	1	0
An injury to a person requiring immediate treatment away from the scene of the accident	0	1
Disabling damage to a vehicle, requiring it to be towed from the accident scene	2	3
Number of recordable accidents	3	4

SCHEDULE 2 PROPERTY TRANSPORTATION VEHICLE LISTINGS

Instructions

- Complete for **UTC-regulated** operations (*See attached Listing of all Waste Management of Washington, Inc.trucks*)
- All fields must be completed.
- For additional vehicles, extend the Line Number in same format until all data is represented.

Line No.	Year	Make	Model	State of Registration	License No.	VIN	Company Unit Number
1							
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SCHEDULE 10 INCOME STATEMENT

(For calendar year ended December 31, 2019)

Instructions

- Complete Total Company Income Statement in accordance with the end-of-year accumulated figures.
- **Do NOT leave fields blank** - if a field is not applicable, enter 0.

Line	Account Name	Total Company
Revenues		
1	Solid Waste Operating Revenues (Sch 8, Line 13, Column d)	\$393,942,938
2	Grants / Debt Forgiveness	\$0
3	Other (specify in Footnote) (a)	\$140,717,923
4	Total Revenues (Line 1 thru Line 3)	\$534,660,860
Expenses		
5	Employee Salaries	\$105,396,423
6	Employee Benefits	\$49,551,063
7	Truck Operating Costs	\$7,551,651
8	Repair and Maintenance	\$24,859,552
9	Insurance and Safety	\$5,019,103
10	Disposal and Processing	\$171,817,610
11	Depreciation	\$33,501,746
12	Selling and Advertising	\$2,367,306
13	Office and Administration	\$11,965,679
14	Management Fees	\$23,525,078
15	Taxes and Licenses	\$22,675,538
16	Rents	\$5,526,375
17	Other Expenses (specify in Footnote) (b)	\$20,555,296
18	Total Expenses before Other Items (add Lines 5 through 17)	\$484,312,418
19	Net Income before Other Items (Line 4 minus Line 18)	\$50,348,442
Other Income and Expenses		
20	Other Income/(Loss) (specify in Footnote) (c)	(\$24,922,020)
21	Interest, Dividends, and Other Investment Income/(Loss)	\$137,962
22	Distrib./Undistrib. Income/(Loss) from Subsidiaries	\$0
23	Interest Expense	(\$1,324,634)
24	Other Deductions (specify in Footnote)	\$0
25	Total Other Income and Expenses (add Lines 20 through 25)	(\$23,459,424)
26	Net Income before Federal Income Taxes (Line 19 plus Line 25)	\$26,889,018
27	Federal Income Taxes	\$5,646,694
28	Net Income (Loss) (Line 26 minus Line 27)	\$21,242,324

Schedule 10 Footnotes:

(a) Revenue from non-regulated landfills, transfer stations and MRF's as part of Waste Management of Washington, Inc.

(b) Contract Labor and Sub-contractor Transportation

(c)

SCHEDULE 11 Regulated Recycle Program

(For calendar year ended December 31, 2019)

Instructions

- All fields must be completed. Do not leave fields blank - if field is not applicable, enter 0.
- If the company does not have the exact number of tons/yard by category, make a reasonable estimate.
- List tonnage and Revenue and Expense for each commodity category.
- If another commodity recycling program is offered, enter commodity category in "Other:"

REGULATED RESIDENTIAL Recycling Program Summary

Commodity	Annual Tonnage	Commodity Revenue	Commodity Expense
Newspaper	3,915.93	\$ 16,878	0
Mix Paper	16,467.07	\$ (29,641)	0
OCC	13,571.61	\$ 1,067,950	0
Aluminum	413.95	\$ 392,011	0
Tin Cans	589.80	\$ 81,039	0
Glass	8,462.46	\$ (451,388)	0
PET	672.23	\$ 109,514	0
HDPE Natl	190.15	\$ 108,205	0
HDPE Col	175.44	\$ 48,457	0
#3 - 7	154.79	\$ (21,910)	0
Residue	7,444.79	0	0
Total:	52,058.22	\$ 1,321,114	0

REGULATED MULTI-FAMILY Recycling Program Summary

Commodity	Annual Tonnage	Commodity Revenue	Commodity Expense
Newspaper	282.54	\$ 1,218	0
Mix Paper	1,188.13	\$ (2,139)	0
OCC	979.22	\$ 77,055	0
Aluminum	29.87	\$ 28,284	0
Tin Cans	42.56	\$ 5,847	0
Glass	610.58	\$ (32,569)	0
PET	48.50	\$ 7,902	0
HDPE Natl	13.72	\$ 7,807	0
HDPE Col	12.66	\$ 3,496	0
#3 - 7	11.17	\$ (1,581)	0
Residue	537.16	0	0
Total:	3,756.11	\$ 95,321	0

SCHEDULE 12 Yard Waste/Organics Program

Instructions

- Complete this schedule if Yard Waste/Organic services are offered by company. If service is not offered, complete first line as "Not Applicable" in Disposal Site Name.
- Add additional lines as necessary to list all facilities and sites.
- Do not abbreviate Disposal Site Name.

Line No.	Disposal Site Name	End of Year Disposal Fee			No. of Units	Total Disposal Fees
		USD (\$)		Unit Type		
Total of Yard Waste and Organics					\$7,450,730.47	
1	Cedar Grove-Resi	\$ 42.99	per	Ton	107,147.03	\$4,606,250.82
2	Cedar Grove-Roll Off	\$ 71.68	per	Ton	4,577.80	\$328,113.92
3	Cedar Grove - Commercial	\$ 76.62	per	Ton	5,516.79	\$422,683.39
4	Stemilt Compost	\$ 30.00	per	Ton	1,393.74	\$41,812.20
5	Spokane Valley Transfer Station	\$ 50.00	per	Ton	22,234.07	\$1,111,703.50
6	Ellensburg Transfer Station	\$ 37.86	per	Ton	789.91	\$29,905.99
7	Cle Elum Transfer Station	\$ 37.86	per	Ton	11.16	\$422.52
8	Lautenbach Industries	\$ 40.00	per	Ton	329.40	\$13,176.00
9	Lenz Enterprises	\$ 32.50	per	Ton	1,233.74	\$40,096.55
10	North Mason Fibers	\$ 35.00	per	Ton	5,181.45	\$181,350.75
11	Richland Landfill	\$ 40.00	per	Ton	7,158.82	\$286,352.80
12	Waste to Energy Plant	\$ 51.21	per	Ton	180.44	\$9,240.33
13	Alaska St	\$ 72.80	per	Ton	2,429.87	\$176,891.59
14	Sunshine Disposal	\$ 52.48	per	Ton	45.40	\$2,382.59
15	Skagit Soils	\$ 29.75	per	Ton	6,734.37	\$200,347.51
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SCHEDULE 13 Garbage Disposal Fees

Instructions

- Total Pass Through Disposal Expenses should equal Total Pass Through Revenue in Schedule 10.
- Add additional lines as necessary to list all facilities and sites.
- Do not abbreviate Disposal Site Name.

Line No. (L)	Site Name	End of Year MSW Disposal Fee			Residential & Commercial		Pass Through		Total Disposal Fees
		USD (\$)	Unit Type		No. of Units (b)	\$ Expense (c)	No. of Units (d)	\$ Expense (f)	
Total of Garbage Disposal Fees									\$99,016,079
1	King County TS	\$ 140.82	per Ton		191,927	\$27,027,216	74,886	\$10,545,489	\$37,572,705
2	Snohomish County TS	\$ 105.00	per Ton		158,683	\$16,661,720	58,351	\$6,126,845	\$22,788,565
3	Sunshine TS	\$ 100.39	per Ton		49,271	\$4,946,306	2,601	\$261,104	\$5,207,410
4	Spokane County TS	\$ 104.50	per Ton		39,322	\$4,109,190	4,445	\$464,534	\$4,573,724
5	Graham Road LF	\$ 43.14	per Ton		0	\$0	2,027	\$87,428	\$87,428
6	Waste to Energy	\$ 107.53	per Ton		6,489	\$697,794	0	\$0	\$697,794
7	Kennewick TS	\$ 59.95	per Ton		70,760	\$4,242,062	16,131	\$967,053	\$5,209,115
8	Ellensburg TS	\$ 105.16	per Ton		16,466	\$1,731,565	16,939	\$1,781,305	\$3,512,870
9	Greater Wenatchee LF	\$ 69.12	per Ton		55,048	\$3,804,918	28,061	\$1,939,576	\$5,744,494
10	OVTS TS	\$ 80.00	per Ton		83,681	\$6,694,480	35,173	\$2,813,840	\$9,508,320
11	Island Co. TS	\$ 109.00	per Ton		3,904	\$425,582	231	\$25,202	\$450,783
12	Skagit Co. TS	\$ 97.00	per Ton		28,245	\$2,739,811	9,516	\$923,059	\$3,662,870
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SCHEDULE 14

Medical Waste Disposal and Processing Expenses

Instructions

- Add additional lines as necessary to list all facilities and sites.
- Do not abbreviate Disposal Site Name.

Line No.	Site Name	Tons	Processing Expense	Disposal Expense	Total Expense
	Total of Medical Waste Disposal and Processing				\$ 1,164,782
1	WM Healthcare Processing	1,614	1,140,761.05	24,021.17	\$ 1,164,782
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SCHEDULE 15 Other Disposal and Processing Expenses

Instructions

- Add additional lines as necessary to list all facilities and sites.
- Do not abbreviate Disposal Site Name.

Line No.	Site Name	Tons	Disposal Expense	Processing Expense	Total Expense
Total of Other Disposal and Processing					\$ 64,186,018
1	Cascade Recycling Center	93,120	\$ 3,668,387	\$ 9,356,725	\$ 13,025,112
2	SMaRT	18,836	\$ 1,172,781	\$ 2,773,026	\$ 3,945,806
3	JMK Recycling	66,683	\$ 1,570,883	\$ 7,773,275	\$ 9,344,158
4	Intercompany Landfills & Transfer Stations	0	\$ 37,870,942	0	\$ 37,870,942
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SCHEDULE 16 Contracted Cities

Instructions

- List all Washington jurisdictions that have contracted the company for one or more services.
- Optional: Indicate the services provided.
- Add additional lines as necessary to list all facilities and sites.
- Do not abbreviate city names.

Line No.	City	Solid Waste	Recycle	Yard Waste
1	Algona, WA	X	X	X
2	Airway Heights, WA	X	X	X
3	Anacortes, WA			X
4	Arlington, WA	X	X	X
5	Auburn, WA	X	X	X
6	Bothell, WA	X	X	X
7	Bremerton, WA	X	X	X
8	Burlington, WA	X	X	X
9	Cle Elum, WA	X		
10	Concrete, WA	X		
11	Darrington, WA	X		
12	Deer Park, WA	X	X	X
13	Duvall, WA	X	X	X
14	East Wenatchee, WA	X	X	
15	Ellensburg, WA	X	X	X
16	Federal Way, WA	X	X	X
17	Granite Falls, WA	X	X	X
18	Kennewick, WA	X	X	X
19	Kirkland, WA	X	X	X
20	Liberty Lake, WA	X	X	X
21	Marysville, WA	X	X	X
22	Mill Creek, WA	X	X	X
23	Mount Vernon, WA		X	X
24	Mountlake Terrace, WA	X	X	X
25	Mukilteo, WA	X	X	X
26	Newcastle, WA	X	X	X
27	Pacific, WA	X	X	X
28	Port Orchard, WA	X	X	
29	Redmond, WA	X	X	X

REGULATORY FEE CALCULATION SCHEDULE

Due May 1, 2020

Company Name
Waste Management of Washington, Inc. dba (see attached list)

Annual Report Year
2019

In accordance with RCW 81.77.080 Regulatory Fees, the UTC requires solid waste companies to file reports of gross intrastate operating revenue and pay fees on that revenue. Every company subject to regulation shall file with the UTC a statement under oath showing its gross intrastate revenue for the preceding year and pay to the UTC a fee as instructed below.

****Note:** Gross Washington intrastate operating revenue (regulated revenue) is defined as all revenue collected for the year from rates under tariffs, and contracts on file at the Commission. The revenues subject to the commission's regulatory fees are gross Washington intrastate operating revenues before deductions for uncollectibles, unbillables or the payment of state and federal taxes, i.e. "Gross Revenues" means before any deductions from Revenue Receipts.

Regulatory Fee Calculations

1 Total Gross Intrastate Operating Revenue** (From Schedule 8, Line 13, Column b)	\$	152,607,871
2 If Line 1 is under \$2,000 enter \$0, otherwise amount from Line 1 x 0.51%	\$152,607,871 x 0.0051	\$778,300

NOTE: The minimum regulatory fee is \$20. The \$20 regulatory fee is waived for any solid waste collection company with less than \$2,000 in gross intrastate operating revenue.

Agency Use Only 001-111-0268-227-01

Late Fees and Interest Calculations

3 Late Fees on Regulatory Fees being paid after May 1		
3a Late fees on Regulatory Fees owed (Line 2 x 2%)	x 0.02	
4 Interest on Regulatory Fees being paid after May 31		
4a Number of months past May 31 x Amount from Line 2 x 1%	x 0.01	
5 Total Late Fees and Interest owed (Line 3a plus Line 4a)		
6 Total Regulatory, Late, and Interest Fees Due (Line 2 plus Line 5)		\$778,300

Agency Use Only 001-111-0268-227-11

COMMISSION USE ONLY

Reception #:		001-111-0268-227-01	
Reference:	AR2019	001-111-0268-227-11	
Payment ID:		001-111-0268-032-20	
		001R-111-0268-032-20 (
		Total Paid:	

PREPARER INFORMATION

'X' if Preparer same as Cover:

Person who prepared report:

Title:

If different; Company Name:

Telephone:

Principal Business Address:

City: State: Zip:

COMPANY INFORMATION

Washington Unified Business Identifier (UBI) No.: 601-415-286

If you do not know your UBI No. contact [Secretary of State's Office](#)

Business Structure (please enter the appropriate designation): Corporation

Please enter: Individual/Sole Proprietor, Partnership, LP, LLP, LLC, Corporation, or Nonprofit Corporation

Date First Organized or Regulated: 12/17/1999

'X' if Address is same as Cover:

Business Physical Address:

City: State: Zip:

Telephone: Fax:

Business Website: www.wm.com

Accounting Records Information

'X' if Address is same as above:

Location of Books & Records:

City: State: Zip:

Method of Accounting: Accrual *Please enter: Cash or Accrual*

CERTIFICATION

I have examined this report and to the best of my knowledge and belief, all statements of fact are accurate, the financial statements, for the period from January 1, 2019 to December 31, 2019, contained in this report, correctly reflect the business affairs of the respondent.

(PLEASE VERIFY THAT ALL SCHEDULES ARE ACCURATE AND COMPLETE BEFORE SIGNING)

You may electronically sign by typing your signature in block.

X Michael A. Weinstein

Date 5/28/2020

Name	Michael A. Weinstein				
Title	Senior Pricing Manager				
Company	Waste Management of Washington, Inc.				
Street Address	720 4th Avenue, Suite 400				
City	Kirkland	State	WA	Zip Code	98033-8136
Telephone	(206) 954-3831				
Email	mweinst@wm.com				

PAYMENT INFORMATION

**Utilities and Transportation Commission (UTC) accepts
the following methods of payment**

Cash (in-person at the UTC)

Deliver Cash to:
621 Woodland Square Loop SE
Lacey, WA 98504

Check (must be in US Funds)

Deliver to the UTC Office above or Send Checks to:
Utilities and Transportation Commission
PO Box 47250
Olympia, WA 98504-7250

Online payments* (ACH, American Express, Discover/Novus, MasterCard, Visa)

To pay online visit:

<https://www.utc.wa.gov/regulatedIndustries/Pages/online-payments.aspx>

Pay-by-phone (credit card payments only) at (360) 664-1349

**Please note: A convenience fee of 2.5 percent (minimum of \$3.95) is charged by Official Payments for using the credit card processing service.*

FILING YOUR REPORT

All annual reports and regulatory fees must be received by the UTC no later than May 1 each year (or the following business day if May 1 lands on a weekend) - NOT the postmarked date.

Submit reports online:

<https://www.utc.wa.gov/docs/Pages/ElectronicFiling.aspx>

NEED MORE ASSISTANCE?

For more information about annual reports please reference the Annual Report FAQ document at the website below

<https://www.utc.wa.gov/regulatedIndustries/Pages/annualReports.aspx>

You may also contact Rachel Stark at (360) 664-1157 or

annualreports@utc.wa.gov