



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES

MEMORANDUM

TO: Licensed competitive suppliers, electricity brokers, and gas retail agents

FROM: Gregory Wade, Hearing Officer

RE: Update on submitting renewal applications consistent with Governor Baker's COVID 19 Order No. 42

DATE: September 1, 2020

CC: Mark D. Marini, Secretary

I. INTRODUCTION

On August 6, 2020, the Department of Public Utilities ("Department") issued a Hearing Officer memorandum to competitive suppliers, electricity brokers, and gas retail agents ("competitive supply companies") clarifying when competitive supply renewal applications need to be submitted. The Department takes this opportunity to update its guidance to competitive supply companies in light of [COVID 19 Order No. 42](#), which Governor Baker issued on July 2, 2020.

II. APPLICATION SUBMISSION

On March 26, 2020, the Governor issued [COVID 19 Order No. 18](#) ("Initial Order"), which stated that professional licenses that were in good standing as of the date of the Initial Order and that have expired, or will expire during the state of emergency, are extended and shall remain valid until 90 days following the termination of the state of emergency. [COVID 19 Order No. 42](#) ("Subsequent Order"), states that the Initial Order is rescinded and that deadlines for state permits and licenses have resumed.

As such, competitive supply companies with a renewal date that is past due must submit a renewal application as soon as practicable and no later than October 2, 2020.

Competitive supply companies must follow all submission requirements detailed on the [Renew a competitive supplier or electricity broker license](#) or [Renew a gas supplier or retail agent](#) webpages (this includes notarization and submission of a paper copy, submission of an electronic copy, and submission of a \$100 check). Competitive supply companies should download the latest renewal application available at the link, above.

As the Department processes renewal applications, competitive supply companies may experience a longer than usual timeframe for a response from the Department regarding their renewal application. Furthermore, the Department notes that renewal application approvals will be emailed to the regulatory contact listed on the latest license renewal application.

III. REMINDER REGARDING RENEWAL DATE CHANGE

For administrative efficiency and to remove uncertainty for competitive supply companies, the Department reminds competitive supply companies that license application renewal dates have been transitioned to a July 1 renewal date going forward (August 6, 2020 Hearing Officer Memorandum).¹ Competitive supply companies whose renewal application is due in 2020 should submit their renewal application according to the date listed on their application (or by October 2, 2020 if the renewal date is past due). Competitive supply companies who have a renewal application due in 2021 should submit their renewal application no later than July 1, 2021.

¹ Under current practice, licenses renewals are due on the first of the month starting twelve months after the initial application was approved.