

REQUEST TO ESTABLISH DOCKET

(PLEASE TYPE)

Date June 13, 1996

Docket No. 960727-50

1. Division Name/Staff Name Audit & Finance (Romig) JR

2. OPRI, Romig

3. OCR

4. Suggested Docket Title Request for extension of time until June 30, 1996 to file the 1995 Annual Report required by Rule 25-7.135, Florida Administrative Code, by West Florida Natural Gas Company
FAC

5. Suggested Docket Mailing List (attach separate sheet if necessary)

- A. Provide NAMES ONLY for regulated companies or ACRONYMS ONLY regulated industries, as shown in Rule 25-22.104, F.A.C.
- B. Provide COMPLETE name and address for all others. (Match representatives to clients.)
 - 1. Parties and their representatives (if any)

West Florida Natural Gas Company _____

2. Interested Persons and their representatives (if any)

6. Check one:

Documentation is attached.

Documentation will be provided with the recommendation.



West Florida Natural Gas Co.

"energy for all seasons"

J.E. McIntyre
President

Call Box 1460
301 Maple Avenue
Panama City, FL 32402
(904) 872-6100

June 12, 1996

Mr. Tim Devlin
Director of Auditing and Financial Analysis
Florida Public Service Commission
2540 Shumard Oak Blvd.
Tallahassee, FL 32399-0850

Dear Mr. Devlin:

As you know, West Florida Natural Gas Company has recently experienced an unusually high staff turnover rate in our Accounting Department. The Accounting Director position has been filled, and we are actively recruiting replacements for our staff accountant and two clerk positions. We have been able to keep the basic accounting functions more or less up to date, however, we have fallen behind in several of our reporting obligations. Of primary concern are the quarterly earnings surveillance report and the annual FERC Form 2 report.

Today, I submitted the third quarter surveillance report by fax transmission to Lee Romig. We are currently working to complete the Annual Report. At this time we believe that the Annual Report will be forwarded to your office no later than the end of this month. Please consider this letter our request for an extension until June 30, 1996. Hopefully, we will deliver the report before that date.

I apologize for the delay in meeting our reporting obligations. I assure you that we are working diligently to complete the report. In addition we are taking the appropriate steps to rebuild and reorganize our accounting staff to ensure that we do not experience this problem again. Thank you for your assistance.

Sincerely,

Jeff Householder
Vice President