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 GENERAL INFORMATION - Continued

I. Security Deposits

1. Deposit Requirements

A security deposit may be required from:

- a. A new non-residential customer; or
- b. An existing non-residential customer:
 - I. Who is delinquent; or
 - II. Whose financial condition is such that it is likely that the non-residential customer may default in the future; provided, however, that the Company has reliable evidence of such conditions, such as reports from accepted financial reporting services, or credit reporting agencies; or

Existing non-residential customers will be given the opportunity to pay the deposit in two installments, fifty percent (50%) down and the balance payable tow months from the first payment date. All non-residential customers will receive a written receipt for the deposit paid.

All requests for deposits will be made in writing and will advise the non-residential customer:

- I. Why the deposit is being requested;
- II. How the amount of the deposit was calculated:

Issued by: Robert J. Fani, Senior Vice President, Brooklyn, New York