**TO:** Public Service Corporations, (Water Utilities - W)

**FROM:** Co-Directors, Utilities Division

**RE:** UTILITIES DIVISION ANNUAL REPORT, CALENDAR YEAR ENDING DECEMBER 31, 2023

Pursuant to the Constitution of the State of Arizona, Article 15, Section 13; Arizona Revised Statutes, Section 40-204; and Commission Rules contained in the Arizona Administrative Code R14-2-411(D)(4), all public service corporations must file a Utilities Division Annual Report with the Commission.

Enclosed is the Utilities Division Annual Report Form for the calendar year ending December 31, 2023.

The Annual Report must be completed and filed by **April 15, 2024**. Failure to file an Annual Report by this date will result in a determination of non-compliance and Commission Staff will take the appropriate action which could result in administrative fines.

Email or mail the completed Annual Report to:

**Email:** Util-Compliance@azcc.gov

**Mail:** Arizona Corporation Commission

 Compliance Section - Utilities Division

 1200 West Washington Street

 Phoenix, Arizona 85007

If you require additional time to file your Annual Report, you may make a request in writing using the above email or mailing address.

**Attention: Please Note the Following Change to the Utilities Division Annual Report Form**

The “Verification and Sworn Statement” and the “Verification and Sworn Statement Residential Revenue” forms are not attached to this year’s Annual Report. Both forms will be sent to you in mid-February of 2024.

DO NOT DOCKET ANNUAL REPORT

**Please retain the original hardcopy of the Annual Report for five (5) years.**

\*\*\*Commission Staff is working on an online reporting tool. If the reporting tool becomes available for this reporting year, then you will receive additional notification.\*\*\*