



## Central Hudson Account Number Format

The basic Central Hudson account number is a 10-digit number, typically formatted as Gggg-FFFF-SS, where:

Gggg=Four digits designating the “Group”

FFFF= Four digits designating the “Folio”

SS = Two digits designating the “Suffix”

### **Group Number**

The first digit in the Group number “G” identifies the Central Hudson operating district in which the account is located:

“1” identifies the Catskill district

“3” identifies the Kingston district

“5” identifies the Poughkeepsie district

“7” identifies the Fishkill district

“8” identifies the Newburgh district

Customer accounts never begin with “2”, “4”, “6”, or “0”. A Group number beginning with a “0” would be an ESCO or utility account. A Group number beginning with a “9” would be a bill for a charge not related to electric or gas supply.

The remaining three digits in the Group number “ggg” provide information regarding the type of account:

g6gg= A non-residential account, typically a larger usage account, including electric demand accounts. These accounts will normally be read and billed monthly.

g119, g120 and g121 Groups designate the largest customer accounts, typically electric SC3 or SC 13 accounts, or gas interruptible accounts. Most of these accounts will have interval meters installed, and are billed monthly.

0123 Group are accounts used for transactions between Central Hudson and other generators or suppliers.

0124, 0125, 0126 Groups are ESCO accounts, used primarily to identify a particular customer with their chosen ESCO, and to

differentiate among ESCOs in the use of EDI and other business transactions.

G699 Groups are Summary Billing accounts. These are accounts that are used to collect the charges from individual accounts with the same owner (such as all locations of a franchise restaurant owner, or an apartment complex), to be billed on a single bill.

All other Groups identify specific meter reading routes, and may contain accounts from any customer class except those listed above.

### **Folio Number**

The folio number identifies a specific customer location. The folio, in combination with the Group number, is a permanent identifier, and does not change with a change of tenant or owner.

### **Suffix Number**

The Suffix is a counter. It increments each time a new customer takes possession of the account at a particular location. For example, a new account will be assigned the Suffix "00". When a new customer takes service at this location, the Suffix will increment to "01".

Exceptions: The Suffix will increment on certain accounts without a change in customer. These include accounts that have filed for bankruptcy protection, and residential accounts when they go on or off public assistance.

### **Check Digit**

Sometimes a Central Hudson account number will be shown with an eleventh digit. This is a check digit, developed by an algorithm, based on the basic account number. The check digit is primarily used for error checking in transactions relating to customer payments. ESCO enrollments and other EDI transactions do not require the use of the check digit, however it will be accepted if included.