



Gas Industry Standards Board

1100 Louisiana, Suite 4925

Houston, TX 77002

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May 16, 1997

TO: Posting on GISB Home Page
FROM: Rae McQuade, Executive Director
RE: Upcoming May 23 Meeting on Model Trading Partner Agreement

MEETING ANNOUNCEMENT:

The meeting will be held in Washington on May 23

Where: AGA Headquarters
1515 Wilson Boulevard
Arlington, VA 22209
Telephone: (703) 841-8400

When: Friday, May 23, 1997
9 AM to 5 PM

(If coming by metro, get off at the Rosslyn stop. Walk UP 2 blocks Wilson Boulevard. AGA building is located on the right hand side)

The meeting will be held in the Board Room (Take elevator to the 11th floor Receptionist area. The meeting will be posted on the board. Take stairs up to the penthouse. Board Room is to your left)

Should you require hotel accommodations, there are a couple of hotels conveniently located near AGA headquarters: Hyatt Arlington (703) 525-1234 and the Key Bridge Marriott (703) 524-6400.

The general number at AGA is (703) 841-8400. Messages for attendees may be left with the receptionist. In case of urgency, please contact Lucy Land at (703) 841-8490 and the messages will be personally delivered.

If you are unable to attend you may conference call in by dialing 630-395-0497 with the passcode GISB. Please RSVP to Veronica Thomason at 713-757-4175. Attached is a proposed agenda.

Materials needed for the meeting:
4/15 Version of the Draft MTPA
Draft Exhibits - Groups A,B,C, and D
Enron Proposed EDI TPA
Minutes from 4/15 meeting
Red-Lined

GISB Model Trading Partner Agreement Meeting

**American Gas Association
1515 Wilson Blvd, Board Room
Arlington, VA
May 23, 1997 9:00 am to 5:00 pm**

Proposed Agenda

1. Administrative
 - a. Welcome and Orientation - AGA
 - b. Antitrust
 - c. Adoption of Agenda
 - d. Minutes for this meeting
 - e. Adoption of April 15, 1997 Minutes
 - f. Report on May 8, 1997 Process Meeting
 - Mission Statement
 - GISB Organization Chart

2. Review and Verify Internet Modifications
 - a. Body of Contract
 - b. Appendix Internet
 - c. Appendix Van
 - d. Form of Exhibit Internet
 - e. Form of Exhibit Van

3. Discuss and Verify Sample Internet Appendices and Exhibits
 - a. Group A
 - b. Group B
 - c. Group C
 - d. Group D

4. Review and Discuss EC&T Proposed EDI Trading Partner Agreement (MCOOK\EDIAGTIR.DOC)

5. Next Steps
 - a. Preparation of Internet Report for June EC meeting
 - b. Conference Call
 - c. Next Meeting