

Instructions for completing a Request to Purchase Releasable Capacity

Pre-requisite:

All requests to purchase releasable capacity must be made electronically through Northwest Passage. If a logon id is needed for Northwest Passage, please contact the Marketing Services Department at 801-584-7301.

Completing a request to purchase releasable capacity:

1. Log in to Northwest Passage
2. Visit the "Post for Capacity" window at the following location Capacity Release>Offers>Post for Capacity
3. In the Contact Information portion of the window "Create" a new entry
4. To request capacity by location use the Location Information portion of the window and select "New Storage" or "New Transportation"
5. When you are ready to post your request, select the "Post" option from the Contact Information menu
6. Once posted, the Request to Purchase Releasable Capacity will be sent to Northwest Pipeline customers who receive Capacity Release postings and a notice will be posted on Northwest's Informational Postings website.

If you need additional assistance in completing a Request to Purchase Releasable Capacity, please contact the Marketing Services Department at 801-584-7301.