

Missouri Public Service Commission

EFIS – Search for Company Address Information

To view contact information for companies, users do not have to be logged on to EFIS.

1. From the *Welcome* screen, click the '**Resources**' menu option.
2. Select the '**Company Contact Address Query**' link to continue to the contact *Resources* screen.



3. **Utility Type:** (required)
 - To find contact information for a single company or all companies of a specific utility type, select the applicable utility type from the '**Utility Type**' list.
4. **Utility Sub-Type:** (optional)
 - Select the utility sub-type from the '**Utility Subtype**' list.
 - *Not all utility types have sub-types.*
5. **Company Name:** (optional)
 - To find contact information for a specific company, select a company name from the '**Company Name**' list.
 - To find contact information for all companies for a specific utility type, leave the '**Company Name**' field set to the default selection.
6. **Registration:** Click a radio button to select one of the options described below.
 - **Certificated** – Limits search results to companies who have been granted a Certificate of Service Authority, have obtained a Video Service Authorization, or have obtained an IVoIP Provider Registration from the Commission, and continues to hold an active certificate or registration with the Commission.
 - **Decertificated** – Limits search results to companies who have been granted a Certificate of Service Authority, a Video Service Authorization, or an IVoIP Provider Registration with the Commission, but whose certificate, authorization, or registration has since been cancelled or revoked.
 - **Never Certificated** – Limits search results to companies who have never been granted a Certificate of Service Authority, a Video Service Authorization, or an IVoIP Provider Registration by the Commission.
 - *Any company who has participated in any Commission case since April 15, 2002, has a company registration/profile in EFIS. Thus, many non-regulated companies, industry groups, consumer groups, and individuals are listed under this classification.*
 - *Companies with pending applications will be classified as 'Never Certificated' until their application is approved.*
 - **All** – Includes all companies regardless of their EFIS registration type.

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7. **Status:** Click a radio button to select one of the options described below.
- **Active** – Limits search results to companies with an active company registration/profile in EFIS. -- *An 'active' status does not imply that a company is operational.*
 - **Inactive** – Limits search results to companies with an inactive company registration/profile in EFIS. -- *An 'inactive' status does not imply that the company is no longer operational. The company may be operational in other states or under a different name. When a regulated company's certificated or registration is cancelled, the company status is changed to 'inactive'.*
8. **Reporting Type:** Click a radio button to select one of the options described below.
- **All** – Includes all companies regardless of their requirements to file a Statement of Revenue or Annual Report with the Commission. -- *If a company uses a d/b/a name, this option will list both the parent company name and d/b/a company name separately.*
 - **SOR/AR** – Limits search results to companies who are required to file a Statement of Revenue **and** an Annual Report with the Commission. -- *If a company uses a d/b/a name, this option will list the d/b/a company name only, as compliance filings are submitted under the d/b/a name only.*
 - **SOR** – Limits search results to companies who are required to file a Statement of Revenue with the Commission. -- *If a company uses a d/b/a name, this option will list the d/b/a company name only, as compliance filings are submitted under the d/b/a name only.*
 - **AR** – Limits search results to companies who are required to file an Annual Report with the Commission. -- *If a company uses a d/b/a name, this option will list the d/b/a company name only, as compliance filings are submitted under the d/b/a name only.*

The screenshot shows the 'Resources' section of the EFIS search interface. It includes the following fields and options:

- Utility Type:** Electric (dropdown menu)
- Utility Subtype:** Select (dropdown menu)
- Company Name:** Electric Missouri, Inc.-Investor(Electric) (dropdown menu)
- Registration:** Radio buttons for Certified, Decertificated, Never Certificated, and All (selected).
- Status:** Radio buttons for Active (selected), Inactive, and Both.
- Reporting Type:** Radio buttons for All (selected), SOR/AR, SOR, and AR.

Note: SOR/AR denotes companies required to submit Statement of Revenue/Assessment or Annual Report

9. Choose which type of list to generate by clicking the radio button or check boxes described below.
- **Utility / Company List** – Generates a list of companies for the specified utility type. This list displays the addresses of the utility companies.
 - **Law Firm List** – Generates a list of law firms registered in EFIS. Must have the utility type set to 'All'. *(This list is not a recommendation or endorsement of the Commission.)*
 - **All Contact Types** – Generates a list of individuals registered in EFIS as contacts for a company or companies. This list can be generated for a single company or for all companies of a specified utility type.
 - **Specific Contact Type(s)** – Generates a list of individuals, who are contacts for companies, based on the type of contact for which they are registered in EFIS. Multiple contact types can be searched at once. If a company does not have a person identified for a specific contact type, the system will generate the list using the contact information of the company's official representative(s).

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Utility / Company List Law Firm List

All Contact Types

<input type="checkbox"/> Official Representative	<input type="checkbox"/> Tariff	<input type="checkbox"/> Consumer Services
<input type="checkbox"/> CFO/Comptroller	<input type="checkbox"/> Technical	<input type="checkbox"/> Surveillance
<input type="checkbox"/> In-House Attorney	<input type="checkbox"/> Attorney	<input type="checkbox"/> Consultant
<input type="checkbox"/> Other	<input type="checkbox"/> Regulatory	<input type="checkbox"/> Carrier Billing Relations
<input type="checkbox"/> Annual Report	<input type="checkbox"/> Assessment	<input type="checkbox"/> Interconnection Agreement
<input type="checkbox"/> Data Request	<input type="checkbox"/> Legal	<input type="checkbox"/> Universal Service Fund (USF)

10. Use the various display check boxes to identify additional data to display on the results screen such as phone number, e-mail address, and etc.
11. Click the **'Search'** button at the bottom of the page once the desired criterion has been selected.

Display Mailing Address — (if mailing address is not available, street address will be shown)

Display Street Address

Display Phone Number

Display Fax Number

Display e-mail addresses

Display Date When Last Updated

Search
Clear
Exit

12. The results are displayed on the **'Company Contact Address Query Results'** screen.
 - *If a company has a d/b/a name, both the parent company name and the d/b/a name will appear as separate records.*
13. Use the **'Print'** button to print the search results screen.
14. Use the **'Save as File'** button to save the search results data as a Microsoft Excel document, which can be used for reports, mail merge documents, and etc.
15. Use the **'Generate PDF'** button to open or save the search results page as a pdf document. The document format is compatible with Avery 5162 labels (1 1/3" x 4")
16. Use the **'New Search'** button to reset the search screen.
17. Use the **'Exit'** button to return to the **'Resources'** menu.

Company Contact Address Query Results			
Utility Type: Electric	Registration: Certificated	Status: Active	Reporting Type: All
Ameren Missouri St. Louis, MO 63166-6149 314.554.2514 AmerenMOService@ameren.com	Ameren Transmission Company of Illinois St. Louis, MO 63103 314.621.3222 AmerenMOService@ameren.com	Citizens Electric Corporation Perryville, MO 63775 877.876.3511 citizens@cecmo.com	
Empire District Electric Company, The Joplin, MO 64802 417.625.5100	Entergy Arkansas, Inc. Little Rock, AR 72203 501.377.4457	ITC Midwest LLC Cedar Rapids, IA 52401 319.364.6600	
Kansas City Power & Light Company Kansas City, MO 64105 816.556.2785	KCP&L Greater Missouri Operations Company Kansas City, MO 64105 816.556.2785	South Central MCN, LLC Chicago, IL 60602 312.283.5222	
Transource Missouri, LLC Columbus, OH 43215 614.716.1000		Union Electric Company St. Louis, MO 63166-6149 314.621.3222 AmerenMOService@ameren.com	

Print
Save as File
Generate PDF
New Search
Exit

For additional assistance, please contact the Data Center at 573-751-7496 or dcsupport@psc.mo.gov.