

Retail gross margin and gentailer cost information form

Retailers have been required to provide information to the Electricity Authority Te Mana Hiko (Authority) on retail gross margins since 30 November 2021 under clause 13.259 of the Electricity Industry Participation Code (Code). Following consultation, the Authority amended this clause and provides this form alongside that change.

This document specifies the form and manner of the data that must be provided to the Authority by retailers under clauses 13.259 and 13.259A of the Code (retail gross margin data).

Overview

Clauses 13.259 and 13.259A of the Code provide that retailers must provide information on retail gross margins to the Authority, who may specify the form and manner of provision of the information (clauses 13.259(4) and 13.259A(3) if the Code). The information relates to the sale of electricity to mass market customers by the retailer for the retailer's financial year.

To whom the form applies

This form applies to retailers with at least 1% of ICPs over the 12 months preceding the end of their financial year, as specified in 13.259(1) and 13.259(2) of the Code.

When the information needs to be provided

The data must be provided no later than 90 days after the end of the retailer's financial year as specified in 13.259(1) of the Code.

How the information needs to be provided

Applicable participants must supply the required information as a CSV file using the Authority's secure file transfer facility (SFTP). Contact data.products@ea.govt.nz to have an SFTP account with the Authority established, or if you have any questions regarding the transfer of files to the Authority.

CSV files are to be created using the UTF-8 character encoding standard.

File-naming convention

Files are to be named according to the following format:

- RGM-yyyymmdd-YYYYMMDDHHMM.csv
- RGM-supplementary-information-yyyymmdd-YYYYMMDDHHMM.pdf

Where

- yyyymmdd is the last day to which the data relates, eg, 20260430 if the data refers to the margin data for the financial year that ends April 2026
- YYYYMMDDHHMM is the datetime (with time in 24 hour format) before you upload the file, eg, if you plan to upload around 2pm on 2 September 2026 it would be 202609021400

Please do not specify company name or participant code in the filename as the SFTP account used to upload the file indicates the name of the company supplying the data.

File resubmission

Previously submitted files may be resubmitted, but must be done so in full. If mistakes are realised after submission, they should be corrected and the complete file resubmitted. Do not send a partial file containing only the corrected records.

Please resubmit files under the same names as the original files but update the YYYYMMDDHHMM part of the filename to a more recent datetime prior to resubmission. The most recently submitted version of the file will always be used, while all previous versions of that file will be archived and not used for analysis or reporting.

Please email monitoring@ea.govt.nz to notify us that you are resubmitting a previously submitted file.

Information that must be provided

The information that must be provided is as required by clauses 13.259 and 13.259A of the Code and is set out below.

All values provided under this form should be exclusive of GST.

When providing information to the Authority under this form, applicable participants can identify information they consider confidential and the reasons why in the supplementary information PDF.

Publication of information

The Authority will be publishing the data provided under this form, though retailers with less than 5% of ICPs will be anonymised as specified in 13.260 of the Code.

More information is available in the [Information Management policy](#).

Retail gross margin supplementary information

RGM-supplementary-information-yyyyymmdd-YYYYMMDDHHMM.pdf

This PDF submission should include any relevant information you wish to communicate to us along with your data submission.

Retail Gross Margin data

RGM-yyyyymmdd-YYYYMMDDHHMM.csv

For all categories, revenue should be provided as a positive value, while costs should be provided as a negative value. Dollar values are to be rounded to two decimal places and specified without comma separators or dollar symbols. Gentailers¹ should leave certain fields blank as specified in the table below.

Ref	Heading	Definition	Data type	Example
RGM1	YearEnd	Date of the end of financial year	Date YYYY-MM-DD	2026-03-31
RGM2	BrandName	Name of the retailer brand customers signed up to for electricity supply	Char(50)	Retail Brand Name
RGM3	Revenue	Revenue derived from the sale of electricity to mass market customers expressed as an amount of dollars per MWh. Gentailers leave this blank.	Decimal(6,2)	123.45
RGM4	ElectricityCost	Cost of electricity sold by the retailer to mass market customers, expressed as an amount of dollars per MWh. Gentailers leave this blank.	Decimal(6,2)	-123.45

¹ The four major gentailers as defined in the Code: Contact Energy Limited, Genesis Energy Limited, Mercury NZ Limited and Meridian Energy Limited.

RGM5	MeteringCost	Cost of metering services associated with the sale of electricity to mass market customers expressed in dollars per MWh	Decimal(6,2)	-123.45
RGM6	NetworkCost	Cost of combined distribution and transmission services associated with the sale of electricity to mass market customers expressed in dollars per MWh	Decimal(6,2)	-123.45
RGM7	Levies	Cost of levies associated with the supply of electricity to mass market customers by the retailer expressed in dollars per MWh	Decimal(6,2)	-123.45
RGM8	ElectricitySold	Total amount of electricity sold by the retailer to mass market customers expressed as MWhs. Gentailers Error! Bookmark not defined. leave this blank.	Decimal(15,2)	123.45