

Quarterly Unaudited Financials User Guide



August 2025

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Overview

Pursuant to Attachment Q, section II.E.2, of the PJM Tariff, all Market Participants and/or their guarantors must submit audited annual and unaudited quarterly financial statements on an ongoing basis. Compliance with this requirement is necessary to remain eligible to participate in PJM Markets. The financial statements, together with other required information, are reviewed and evaluated by PJM to determine a Market Participant's creditworthiness.

Officers, Authorized Representatives and Maintenance Managers are responsible for uploading the financial statements in the Financials feature of the Membership Management Community. This platform provides a transparent, secure, and centralized process for submission of the financial statements required by PJM.

Annual audited financial statements must be received by PJM no later than 120 days after each fiscal year end. Quarterly financial statements, which may be unaudited, must be received by PJM no later than 60 days after the end of each fiscal quarter. PJM may, upon request, grant an extension if the financial statements are not available within the required timeframe.

If the financial statements are not received by PJM by the required deadlines, PJM may issue a written notice of breach pursuant to PJM Operating Agreement, section 15.1.4. Failure to cure the breach by the required date and time will result in a Default, and PJM may terminate the Market Participant's market access pursuant to section 15.1.5. of the PJM Operating Agreement.

Reference Materials

- [Attachment Q; PJM Credit Risk Management Policy](#)
- [PJM Operating Agreement](#)
- [Membership Management Community](#)

Logging In to the Membership Management Community

Officers, authorized representatives and maintenance managers can sign in by navigating to the [Membership Management Community page](#) on PJM.com and clicking Sign In.

PJM.com homepage > Markets & Operations > PJM Tools > [Membership Management Community](#)

Membership Management Community

Applications

Through the Applications feature in the Membership Management Community, users are able to view and take action on their membership application process and request authorization for other users in the application process, as well as access knowledge articles to assist users in the process. Our goal is to streamline interactions with PJM's Member Support Services to save you time and better serve your needs.

[Sign In](#)

Use your Single Sign On (SSO) credentials to log in.

Locating the Quarterly Unaudited Financials

The screenshot shows the top navigation bar with the following items: Home, Applications, Maintenance, Contact Management, Communities, and Financials. The 'Financials' dropdown menu is open, showing 'Annual Audited Financials' and 'Quarterly Unaudited Financials'. A callout box points to the 'Quarterly Unaudited Financials' option with the text: 'Select **Financials** > **Quarterly Unaudited Financials** in the top navigation.'

Below the navigation bar, the page layout includes a 'Knowledge Articles' section on the left, a 'Create a Case with PJM Customer Service' section in the middle, and a 'Submit Feedback' button on the right.

Quarterly Unaudited Financials

| Company | Case Subject | Process Status | Due Date | Submitted Date | Actions |
|-------------------------|--|----------------|-------------|----------------|-------------|
| USER GUIDE TEST COMPANY | First Quarter Unaudited Financials for USER GUIDE TEST COMPANY | Initiated | Oct 4, 2025 | | Get Started |

Verify the company for which you wish to Submit for. Then click on **Get Started**.

Unaudited Financials to Submit – YES

Quarterly Unaudited Financials for USER GUIDE TEST COMPANY

* Does your company have quarterly unaudited financials to submit?

☒ Yes
☐ No

* Please provide your Quarterly Unaudited Financials

Please provide a link to the page on your website or another online source where the relevant financial information can be found.

<https://www.pjm.com/>

OR

Upload your quarterly unaudited financial statements directly.

[Upload Files](#) Or drop files

Uploaded Files:

Quarterly Unaudited Financials User Guide.docx

* Does your company have Guarantor?

☒ Yes
☐ No

[Add Guarantor](#)

| Guarantor | Financial Information Link | Uploaded Files | Action |
|----------------------------|---|------------------------------------|---|
| PJM Guarantor Test Company | https://www.pjm.com/financialtest | Quarterly Unaudited Financials ... | Edit Delete |

☒ I certify the provided information is true, correct, and complete to the best of my knowledge, information, and belief.

[Submit](#)

If your company has their own financials to submit, you will be required to provide a link to the page on their website or another online service source where the relevant financial information can be found, **OR** you can upload the financial documents directly. *If financials can be accessed via a URL, replace the prepopulated URL with the correct one.*

If your company has a Guarantor, you will be prompted to provide the details in addition to your own audited financials – *instructions can be found in the **Add Guarantor section**.*

“Certify that the provided information is true, correct, and complete to the best of your knowledge, information, and belief.” Once certified, please remember to **submit**.

Unaudited Financials to Submit – NO

Quarterly Unaudited Financials for USER GUIDE TEST COMPANY



* Does your company have quarterly unaudited financials to submit?

☐ Yes
☒ No

If your company does NOT have their own financials to submit, you will be required to add Guarantor. – *instructions on can be found in the **Add Guarantor** section.*

* Please add Guarantors (required).

Add Guarantor

| Guarantor | Financial Information Link | Uploaded Files | Action |
|----------------------------|---|------------------------------------|---|
| PJM Guarantor Test Company | https://www.pjm.com/finacialstest | Quarterly Unaudited Financials ... |   |

☒ I certify the provided information is true, correct, and complete to the best of my knowledge, information, and belief.

Submit

Once the Guarantor's info has been added, you will need to: "Certify that the provided information is true, correct, and complete to the best of your knowledge, information, and belief." Once certified, please remember to **submit**.

Unaudited Financials to Submit – Company has Guarantor

Quarterly Unaudited Financials for USER GUIDE TEST COMPANY

* Does your company have quarterly unaudited financials to submit?

☒ Yes
☐ No

* Please provide your Quarterly Unaudited Financials

Please provide a link to the page on your website or another online source where the relevant financial information can be found.

OR

Upload your quarterly unaudited financial statements directly.

Or drop files

Uploaded Files:

* Does your company have Guarantor?

☒ Yes
☐ No

| Guarantor | Financial Information Link | Uploaded Files | Action |
|----------------------------|-----------------------------------|------------------------------------|---|
| PJM Guarantor Test Company | https://www.pjm.com/financialtest | Quarterly Unaudited Financials ... | <input type="button" value="Edit"/> <input type="button" value="Delete"/> |

☒ I certify the provided information is true, correct, and complete to the best of my knowledge, information, and belief.

If your company has a **Guarantor**, you are required to update the Guarantor's financial information. This can be done by selecting the **pencil icon**.

Select the pencil icon to confirm or edit the Guarantor details. – *instructions can be found in the **Add Guarantor** section.*

Once the Guarantor's info has been added, you will need to: "Certify that the provided information is true, correct, and complete to the best of your knowledge, information, and belief." Once certified, please remember to **submit**.

Add Guarantor

Guarantor Details

Enter the Guarantor Name

* Guarantor Name

PJM Interconnection

* Is the Guarantor Publicly Traded?

☒ Yes

☐ No

Please confirm whether the Guarantor is publicly traded. Regardless of the response, a link or document containing their financials will still be required.

Add Guarantor


Please provide either a financial link or upload financial documents (at least one is required):

Please provide a link to the page on your website or another online source where the relevant financial information can be found.

<https://guarantor.com/financials>

OR

Upload financial documents directly.

 Upload Files Or drop files

Uploaded Files:

For the **Guarantor**, you will be required to provide a link to the page on their website or another online service source where the relevant financial information can be found, **OR** you can upload the financial documents directly. *If financials can be accessed via a URL, replace the prepopulated URL with the correct one.*

Update Guarantor Financials

Quarterly Unaudited Financials for USER GUIDE TEST COMPANY

* Does your company have quarterly unaudited financials to submit?

☒ Yes
☐ No

* Please provide your Quarterly Unaudited Financials

Please provide a link to the page on your website or another online source where the relevant financial information can be found.

OR

Upload your quarterly unaudited financial statements directly.

Or drop files

Uploaded Files:

* Does your company have Guarantor?

☒ Yes
☐ No

| Guarantor | Financial Information Link | Uploaded Files | Action |
|----------------------------|-----------------------------------|------------------------------------|--|
| PJM Guarantor Test Company | https://www.pjm.com/financialtest | Quarterly Unaudited Financials ... | <input type="button" value="Pencil icon"/> <input type="button" value="Trash can icon"/> |

☒ I certify the provided information is true, correct, and complete to the best of my knowledge, information, and belief.

Delete Guarantor

Are you sure you want to delete this Guarantor?

In the scenario, If your company has a **Guarantor**, you are required to update the Guarantor's financial information. This can be done by selecting the **pencil icon**.

Once the Guarantor information has been verified, you can select the **pencil icon** to edit the details, or the **trash can icon** to delete the entered information.

If the trash can icon is selected, you will be prompted to confirm the deletion of the Guarantor.

Once the Guarantor's info has been added, you will need to: "Certify that the provided information is true, correct, and complete to the best of your knowledge, information, and belief." Once certified, please remember to **submit**.