



## REQUEST FOR ADDITION/CHANGE TO SERVICE LIST

The CPUC maintains an official service list for all open, formal proceedings listing parties to the proceeding and all other persons who wish to receive documents that are served pursuant to Rule 1.9 of the Rules of Practice and Procedure.

If you would like to be added to the official service list, or to update your information, provide the completed form to the court reporter at a hearing, or to the Commission's Process Office (505 Van Ness Ave., San Francisco, CA 94102), or e-mail your information to: [Process\\_Office@cpuc.ca.gov](mailto:Process_Office@cpuc.ca.gov).

### INFORMATION ONLY

Any person will be added to the "**Information Only**" category of the official service list upon request. Persons must provide an e-mail address in order to receive service of documents that are not required to be served by hard copy. (See Rule 1.10(b).) Persons may request the Administrative Law Judge to require additional service as appropriate.

### STATE SERVICE

Any member or employee of the CPUC, State Legislature or other State office or agency will be added to the "**State Service**" category of the official service list upon request. Any such person who declines to provide an e-mail address will receive hard-copy service of all documents. (See Rule 1.10(b).)

### PARTY STATUS

Persons who have filed a qualifying pleading, are named as a defendant or a respondent, or have been granted party status by prior ruling (see Rule 1.4(a)(1, 2 and 4)) are routinely added to the "**Parties**" category of the official service list and do not need to submit this form.

Persons who seek party status by oral motion at a hearing (see Rule 1.4(a)(3)) will be added to the "**Parties**" category only upon formal ruling of the Administrative Law Judge. *Submitting this form does not automatically confer party status.* If the Administrative Law Judge does not grant the motion for party status, you will be added to the "**Information Only**" category.

Only one representative per party will be listed in the "**Parties**" category. Additional representatives will be added as "**Information Only.**"

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### PUBLIC ACCESS TO TRANSCRIPTS

The CPUC maintains the original transcripts of proceedings in its Formal Files (Room 2002). They are available to the public, but cannot be removed from the file room.

### WAIVER OF TRANSCRIPT CHARGES FOR ELIGIBLE PARTIES

The CPUC provides transcripts free of charge to parties who are eligible for intervenor compensation (see PU Code § 1804).

1. Have you or has your organization received a determination of financial hardship based on your request for finding of eligibility for intervenor compensation within the last year? Yes \_\_\_\_\_ No \_\_\_\_\_
2. If yes, in which proceeding was the determination made; what was the date of the determination and the decision number?  
\_\_\_\_\_
3. Are you currently seeking a financial hardship determination as part of an eligibility filing for intervenor compensation? Yes \_\_\_\_\_ No \_\_\_\_\_
4. If yes, in which proceeding was the filing made and what was the date of the filing? \_\_\_\_\_