

**REQUEST FOR ADDITION OR CHANGE TO SERVICE LIST**

Proceeding No. R.04-04-003

ALJ: Mark S. Wetzell

The CPUC maintains an official service list for all open, formal proceedings, (Official service lists may be found at <http://www.cpuc.ca.gov>) for the purpose of providing notice of documents filed and Procedure, service of documents must be made on all persons named in the "Parties" and "State Service" categories of the official service list. **PLEASE CHECK REQUESTED STATUS INFORMATION ONLY. ONLY ONE REPRESENTATIVE PER PARTY LISTED AS PARTY PLEASE.** Persons included in the "Information Only" category of the official service list generally receive documents only, unless the Administrative Law Judge directs otherwise.

PARTY\*XX

STATE SERVICE (party)

INFORMATION ONLY (non-party)

Persons who become parties by filing a formal pleading being named as a defendant or a respondent or by the grant of a filed motion to become a party (see Rule 1.4) are automatically added to the "Parties" category of the official service list. Persons who are not automatically added to the "Parties" category of the official service list will name the party by its legal name and/or by the name of the primary signor representing the party as indicated in the formal pleading.

If you are not already a party, you may request party status at a prehearing conference or hearing by providing the completed form to the Administrative Law Judge. **Please list additional representatives for party under this category.**  
Have you been a party to a CPUC proceeding before? (Check one) Yes  No

If you are already a party, you may use this form to substitute the named representative on the official service list. Provide the completed form to the Administrative Law Judge at hearing, or to the Commission's Process Office (505 Van Ness Avenue, San Francisco, CA 94102 or e-mail: [Process\\_Office@cpuc.ca.gov](mailto:Process_Office@cpuc.ca.gov)).

**Address: 111 Sutter Street, 20th Floor STATE SERVICE (NON-PARTY STATUS)**

City: San Francisco State: CA Zip Code: 94104

Members and employees of the CPUC, State Legislature or other State office or agency may request to be added to the "State Service" category of the official service list, to receive all documents that are served pursuant to Rule 1.9. Persons included in the "State Service" category may not file pleadings, and they are not parties to the proceeding. **PLEASE PRINT LEGIBLY**

If you would like to be added to the "State Service" category of the official service list, provide the completed form to the Administrative Law Judge at hearing, or to the Commission's Process Office (505 Van Ness Avenue, San Francisco, CA 94102 or e-mail: [Process\\_Office@cpuc.ca.gov](mailto:Process_Office@cpuc.ca.gov)).

**TRANSCRIPT ORDER**

Orders should be placed as soon as possible, and by no later than the day of the hearing. Charges may be waived if you are eligible for intervenor compensation - see reverse.

Regular Transcript (allow 2 - 4 week delivery).....\$ 2.00 per page

Non-parties, Daily Additional representatives of a party may request to be added to the "Information Only" category of the official service list to receive electronic service of all documents in a proceeding pursuant to Rule 1.40. However, persons included in the "Information Only" category may request the Administrative Law Judge to require other additional service as appropriate. Persons included in the "Information Only" category are not parties to the proceeding.

If you would like to be added to the "Information Only" category of the official service list, provide the completed form to the Administrative Law Judge at hearing, or to the Commission's Process Office (505 Van Ness Avenue, San Francisco, CA 94102 or e-mail: [Process\\_Office@cpuc.ca.gov](mailto:Process_Office@cpuc.ca.gov)).

Disk (must purchase complete transcript) \$ 20.00

**Order Transcript for: PUBLIC ACCESS TO TRANSCRIPTS**

This Day Only  Entire Proceeding  Partial transcript (portion and date(s):  )

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).  
Name: \_\_\_\_\_ Address: \_\_\_\_\_

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?  
Regular Mail  Next Day Courtroom (Before 10:00 a.m.)  Next Day Mail

3. Are you currently seeking a determination as part of an eligibility filing for intervenor compensation?  
Next Day Courtroom (Before 10:00 a.m.)  Fed/Ex No: \_\_\_\_\_  
Yes  No  Numeric Field

Signature: \_\_\_\_\_  
In which proceeding was the filing made and what was the date of the filing?  
(Required for order confirmation)