**Office Use Only** 

## **MEETING REQUEST FORM**

Office Use Only

Non-Report Report

Scheduled for:

Office of Commissioner Clifford Rechtschaffen California Public Utilities Commission Attendees:

Main Office: (415) 703-2333

Email requests to: Nicole.Cropper@cpuc.ca.gov; Sean.Simon@cpuc.ca.gov; rechtschaffen.exparte@cpuc.ca.gov Today's Date:

Required fields \*

Contact information for the person requesting the meeting.		
*Name	Organization	
Phone	*Email	
*I/We would like to meet with:		
Commissioner Advisor Advisor if the Commissioner is unavailable		
*Topic for the meeting (please check all that apply):		
Energy Communications Transportation	Water Safety	Other
*Reason for the meeting (please check all that apply):		
Proceeding name and number: Proceeding category: Quasi-Legislative Ratesetting Discuss an item on the Commission meeting agenda Date of meeting: Item number and description: *Specify the issue for the proposed meeting without disclosing your position on the issue:		
*List your meeting attendee(s) by name, organization and title.		
*Proposed dates and times of meeting:	In Person	San Francisco
	By Phone	Sacramento
*Will the meeting trigger <i>ex parte</i> restrictions or reporting requirements pursuant to Rule 8.3 of the Commission's Rules of Practice and Procedure? Yes No		

**IMPORTANT.** Please take these calendaring considerations into account when completing this form:

- The party or individual requesting an *ex parte* meeting in ratesetting matters must provide notice of the meeting to all parties to the proceeding at least three working days ahead of the meeting.
- Individual *ex parte* meetings in ratesetting proceedings are not permitted within three business days of the Commission's scheduled vote on a proposed decision in that proceeding.
- Meetings are not permitted on matters related to Adjudicatory, Enforcement, Rehearing or Complaint proceedings.
- In addition to any notification required by the Commission's Rules of Practice and Procedure, please e-mail all *ex parte* meeting notices and reports to: Rechtschaffen.Exparte@cpuc.ca.gov.

Submission of this form does not guarantee a meeting with the Commissioners or their advisors.

This meeting request form and any materials provided during the meeting are subject to the California Public Records Act.