

DOCKET NO. _____



RAILROAD COMMISSION OF TEXAS HEARINGS DIVISION

CONSENT TO ELECTRONIC SERVICE AND NOTIFICATION OF DOCUMENTS, RULINGS, DECISIONS, AND ORDERS

A state agency may notify each party to a contested case of any decision or order of the agency, if agreed to by the party to be notified, by electronic means sent to the current e-mail address of the party's attorney of record or of the party if the party is not represented by counsel. Tex. Gov't Code § 2001.142(a)(2).

The Commission must serve "a pleading or document" by "hand-delivering a copy to the person to be served, or by first class, certified, or registered mail, commercial delivery service, fax, email, or by such other manner as the Commission may require." 16 Tex. Admin. Code §§ 1.45(e)(2), 1.45(b). Service by email may be used if the person to be served consents to be served by email. If the person consents to be served by email, the person affirmatively consents to the release and disclosure of the email address. Email service is complete on the date of the email transmission. An email received after 5 p.m. local time of the recipient shall be deemed served on the following business day. 16 Tex. Admin. Code § 1.45(b)(1)(D).

Completion of this form is optional

In lieu of service and notification by mail, I, _____ (party name or attorney) on behalf of _____ hereby agrees and consents to electronic service and notification of all documents, rulings, decisions, and orders from the Railroad Commission of Texas in Docket No. _____ by the following electronic means:

[] E-mail at: _____

Authorized by: _____ (signature)

(print name)

(firm)

By requesting electronic service, all orders, proposals for decision, and other documents and communications to me in this docket will be provided to me by e-mail at the address set forth above. I will no longer receive paper copies of any documents in this docket. I also understand and agree that it is my responsibility to inform Docket Services and other parties of any changes to my e-mail address. By accepting the terms of this service my e-mail address will be shown on the service list of this docket and available to the Commission, other parties and will become part of this public record; See Tex Gov't Code §552.137. I am responsible for ensuring that my e-mail filters and settings allow the delivery of e-mails from the RRC and all other parties to this case.

Please note, documents filed in a case are viewable in the RRC CASES (Case Administration Service Electronic System) online portal. To access the portal, go to <https://www.rrc.texas.gov/hearings/rrc-cases/>, click on "Find a Case" and enter the last four digits of the docket number in the search box in the upper right-hand corner of the screen that appears. You are encouraged to file all documents through the RRC CASES online portal. To do so, you must become an authenticated user. To request authenticated user access, click on the link above for instructions. **If the pleading contains 10 or fewer pages, including exhibits, it may be filed by fax or email with the Docket Services Section.** If a party or authorized representative elects to file a pleading by email, the party or authorized representative agrees to be served by email and affirmatively consents to the release and disclosure of the email address.