

MEMORIALIZATION OF EX PARTE
COMMUNICATION FROM INTERESTED PARTY

ICC Docket Number, or Docket Number or Case Number from Other Commission Jurisdiction

(Please be specific): 09-0344

ILLINOIS
COMMERCE COMMISSION

2009 OCT 29 P 2:15

Subject of the Communication (Note - This field is limited to 8 lines of text):

Complainant, Teresa Dyer - Stated the amount in controversy should be increased and is seeking advice on how to amend the Complaint

Name of the Commission Officer or Employee Making Report (first, then last name):

Bonita

Benn

Job Title:

Administrative Law Judge

Names and Job Titles of Other Commission Employees Present:

NONE

Date of Communication: Oct 28, 2009

Location of Parties to Communication:

Office of the Commission

Mode of Communication (Please Check All That Apply):

- e-Mail FAX In Person Mail Telephone

Nature and Substance of All Oral Communications (Note - This field is limited to 15 lines of text):

(2 phone calls)

Ms. Dyer called to confirm that I received her October 26, 2009 voice mail. I explained that I did receive her message, but that I did not listen to the entire voice mail because I could not hear any potential evidence outside of the presence of both parties. I explained that this phone call was an ex-parte communication. Ms. Dyer called again and asked for advice on the procedure to amend the complaint to reflect the increase in the amount in controversy. I explained that I could not advise her, but she could discuss this issue on the record at the hearing set for December 1, 2009.

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Responses Made to Written or Oral Communications (Note - This field is limited to 8 lines of text):

See Page 1

Please Check One:

- Submitted are copies of all written items received (optional).
- No written communications were received.
- Written communications were received but are not being submitted.

Please Check One:

- Submitted are copies of written responses (optional).
- No written responses were made.
- Written responses were made but are not being submitted.

Name of, Title of, and Entity Represented by Person Communicating to You:

101 North Partnership

State What Action, If Any, the Person Requested or Recommended (Note - 11 lines of text):

See Page 1

Include Any Other Information You Deem Pertinent (Note - Limited to 8 lines of text):

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Instructions for Locking the Form and Submitting It to e-Docket:

Once you've completed this form and any other necessary documentation, please lock the form and submit it, together with any accompanying documents, to e-Docket. If you are submitting additional documents with the form, please convert those documents first to PDF files by following the instructions below. Using this method will ensure that the contents of the accompanying documents cannot later be changed.

Converting other documents to PDF files:

To save a Word or Excel document as a PDF, click on the Office button in the upper left-hand corner of the screen, move the cursor to "Save As," and select the "PDF or XPS" option. "Pdf" will appear as the default choice in the "save as type" pull down menu. Once you've converted the necessary documents and named them, please identify those additional documents in the "Other Pertinent Information" field above.

Locking the form:

Select this button to change all fields, including the docket number or case number field, to "read only." Once locked, no field in the document can be changed.

After you've completed and locked this form and converted any necessary documents to PDF files, please submit them to the pertinent case or proceeding on e-Docket. If no docketed proceeding has yet been opened in the matter, please submit them to the Chief Clerk with a brief explanatory note.

Under Section 5-50(b-5) of the State Officials and Employees Ethics Act, the information required by this form shall promptly be memorialized and made a part of the record.

