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| PUC logo | COMMONWEALTH OF PENNSYLVANIAPENNSYLVANIA PUBLIC UTILITY COMMISSIONOffice of Administrative Law JudgeP.O. BOX 3265, HARRISBURG, PA 17105-3265 | **IN REPLY PLEASE REFER TO OUR FILE** |

March 23, 2016

William Ludwig

221 West Penn Avenue

Robesonia PA 19551

Re: Pennsylvania Public Utility Commission v. UGI Utilities, Inc. – Gas Division

 Docket No. R-2015-2518438

Dear Mr. Ludwig:

This letter contains important information regarding the Thursday, March 31, 2016 telephonic public input hearing regarding UGI Utilities, Inc. – Gas Division. You are currently on the witness list to participate in a telephonic public input hearing.

The public input hearing will take place in a hearing room in Harrisburg. **If you wish to watch the proceeding before and after you are called, you can do so by accessing the Commission's website,** [**www.puc.pa.gov**](http://www.puc.pa.gov) **and following the prompts.** At 1:00 pm, the hearing will be called to order and I will introduce the case. After my statement, the attorneys for the parties who are litigating the case may each give a brief statement to describe their roles in the case. In addition, witnesses who choose to testify in person will be physically present. Those individuals will be called upon first.

After the people who are in the hearing room have testified, I will call those persons who have signed up to testify by telephone. You are the **FIRST** person who will be called at that time, which is estimated to be **between 1:15 pm and 1:45 pm** but could be earlier or later depending upon the number of witnesses who appear in person.

 Please be advised that this public input hearing is an on-the-record proceeding which will be transcribed by a court reporter. If you do not answer your telephone when you are called, I will move on to the next witness on the list. You are encouraged to write out your testimony and read your written statement into the record at a natural pace.

 You have three options:

 1. You may testify formally, under oath or affirmation, and be subject to questioning; or,

 2. You may make an unsworn or unaffirmed statement, which will be "off the record," and not subject to questioning. However, the court reporter will not transcribe your statement and what you say will not be considered; or,

 3. You may provide information to the Commission's Bureau of Investigation and Enforcement, the Office of Consumer Advocate, or the Office of Small Business Advocate for their consideration in this litigation.

 You are encouraged to testify under oath or affirmation so that your testimony can be used to the extent it meets the rules of evidence. Please be advised that inappropriate or profane language will result in my terminating your call.

 On behalf of the Public Utility Commission, thank you for providing input during this proceeding. If you have additional questions, please contact the Office of Consumer Advocate at 1-800-684-6560 or Commission Scheduling Staff at 717-787-1191 and ask for Dawn.

 Sincerely,

 Susan D. Colwell

 Administrative Law Judge

Cc: Parties of record

 Official file

**R-2015-2518438 - PA PUBLIC UTILITY COMMISSION v. UGI UTILITIES INC**

***Revised 3/22/16***

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**C-2016-2529436**

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