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December 20, 2016

PARTIES OF RECORD

RE: Case No. **2016-00439**
(Training or Certification)

This letter is to acknowledge receipt of initial application in the above case. The application was date-stamped received December 20, 2016 and has been assigned Case No. 2016-00439. In all future correspondence or filings in connection with this case, please reference the above case number. Public comments and responses to public comments regarding this case may be viewed on the Commission's web site at <http://www.psc.ky.gov>.

All documents submitted to the Commission in this proceeding must comply with the rules of procedure adopted by the Commission found in 807 KAR 5:001. Any deviation from these rules must be submitted in writing to the Commission for consideration as required by 807 KAR 5:001 (22). Additionally, confidential treatment of any material submitted must follow the requirements found in 807 KAR 5:001 (13).

Pursuant to the 2014 revisions to KRS 278.380, beginning on July 16, 2014, the Commission shall use electronic means to deliver orders. Please ensure a proper email address is included for each person to be included on the Commission's official service list.

Materials submitted to the Commission which do not comply with the rules of procedure, or that do not have an approved deviation, are subject to rejection by Commission pursuant to 807 KAR 5:001 (3). In order to insure cases are processed in a timely manner and accurate reliable records are created, please make sure that the rules of procedure are followed. Should you have any questions, please contact Renee Smith in the Filings Branch at 502-564-3940.

Sincerely,

A handwritten signature in black ink that reads "Talina R. Mathews".

Talina R. Mathews
Executive Director

TM/tw

*Janet Cole
Education Services Coordinator
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