**STATE OF IOWA**

**Before the Iowa Utilities COMMISSION**

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| --- | --- |
| IN RE:  [Case title] | DOCKET NO.  Petition for declaratory order |

COMES NOW [insert name of petitioner] and requests a declaratory ruling on [state the rule number, statute, order, decision, or other written statement of law or policy for which an interpretation is sought], and in support of which petitioner states:

[The petition must set forth the following in separately numbered paragraphs]:

1. The questions petitioner wants answered, stated clearly and concisely.

2. A clear and concise statement of all relevant facts on which the ruling is requested.

3. A citation and the relevant language of the specific statutes, rules, policies, decisions, or orders, whose applicability is questioned, and any other relevant law.

4. The answers to the questions desired by the petitioner and a summary of the reasons urged by the petitioner in support of those answers.

5. The reasons for requesting the declaratory ruling and disclosure of the petitioner’s interest in the outcome.

6. A statement indicating whether the petitioner is currently a party to another proceeding involving the questions at issue and whether, to the petitioner’s knowledge, those questions have been decided by, are pending determination by, or are under investigation by, any governmental entity.

7. The names and addresses of other persons, or a description of any class of persons, known by petitioner to be affected by, or interested in, the questions presented in the petition.

8. Any request by petitioner for a meeting provided for by 199 Iowa Administrative Code 4.7. The petition must be dated and signed by the petitioner or the petitioner’s representative. It must also include the name, mailing address, and telephone number of the petitioner and petitioner’s representative, and a statement indicating the person to whom communications concerning the petition should be directed.

WHEREFORE, [insert petitioner's name] prays that the Commission issue a declaratory ruling on [insert proposed subject of ruling].

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(signature)

[Name]

[Address]

[City, State, ZIP Code]