**LARGE FILING GUIDELINES FOR THE PA PUC**

The Secretary of the Pennsylvania Public Utility Commission requests a CD or Flash Drive of any filing **when the filing is 250 pages or more**. The Secretary also requests in addition to the electronic version one (1) paper original (loose leaf and unbound).

When preparing the CD – please follow these instructions:

* Uploaded files should be in a searchable PDF file
* Each file should be 10 megabytes or less in size
* Each file should be saved with a title /naming convention consistent with the filing
* Consolidate as many exhibits/attachments/tables/graphs, etc., as possible as long as each file is 10 megabytes or less.

When in doubt, contact the Secretary’s Bureau by emailing:

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