ROADSIDE INSPECTION INSTRUCTION SHEET NOTICE OF PRELIMINARY DETERMINATION

Please read this instruction sheet <u>carefully</u>. It contains information about your rights and responsibilities in regard to this Notice of Preliminary Determination.

You have received a "Notice of Preliminary Determination" as described in Rule 4901:2-7-12, Ohio Administrative Code (O.A.C.). Within 30 days of this notice, you must either: (1) pay the assessed civil forfeiture or (2) file a written request for an administrative hearing. If you do not pay the forfeiture or file a request for an administrative hearing within 30 days of this notice, your case will be placed in our default process. Both procedures are described below.

1. How to Pay the Forfeiture

If you do not wish to further contest the violations described in this notice, you may make payment of the civil forfeiture indicated in this notice via one of the following methods:

Online at https://omcis.puc.state.oh.us/home.aspx. You will need your case number and PIN located on the voucher.

enclosed

Mail: send a check or money order (no Canadian postal money orders) made payable to "Treasurer, State of Ohio." In order assure proper credit, you must write the case number on the face of the check or money order. Please send nowmen the following address:

Public Utilities Commission of Ohio Attn: CF Processing 180 East Broad Street, 4th Floor Columbus, OH 43215-3793

2. How to File a Request for an Administrative Hearing

If you wish to further contest the violations described in this notice, you should file a "Request for an Administrative Hearing" with the Commission's Docketing Division as described in Rule 4901:2-7-13, O.A.C. Your "Request for an Administrative Hearing" must be in writing and must contain the case number indicated on this notice. Also, please include the contact name, address, and telephone number, of the person to whom further communications regarding this matter should be directed. The request shall be signed by the respondent or its authorized representative. A copy of this "Notice of Preliminary Determination" must be attached to your request.

Your "Request for an Administrative Hearing" must be mailed or hand-delivered within 30 days of this notice to the following address:

Public Utilities Commission of Ohio Attn: Docketing Division 180 East Broad Street Columbus, OH 43215-3793

* Request for an Administrative Hearing

Crain Faulkner

3. Failure to Submit a Request for an Administrative Hearing

If you do not serve a timely "Request for an Administrative Hearing" in the manner described above, you will forfeit your right to

CASE Number: Outhornbornson Street OHO61600 4887 D

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to certify that the accurate document