



## Service List Search

Case parties are identified on the Service List. All Service List members receive e-mail notifications of the filings submitted in the cases for which they are designated as service list members.

There are two types of Service List Members in EFIS:

1. **Certified Members** – case parties and the attorneys that represent them. The Certified Service List is used to provide official service of Commission filings. Certified Service List members have access to highly confidential and proprietary data in EFIS. Attorneys on the certified service list are also granted access to Data Requests pertaining to the specific case.
2. **Subscriber Members** – individuals who have interest in the case. Anyone can be member of a Subscriber List. Subscriber Members do not have access to highly confidential or proprietary data in EFIS.

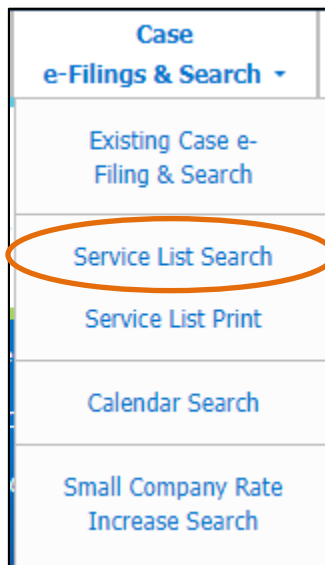
To view the service list for a Commission case:

*NOTE: Users do not need a user account to search for service lists in EFIS.*

- 1) Navigate to EFIS.
- 2) Select the 'Case e-Filings & Search' tab.



- 3) Select the 'Service List Search' link.



- 4) If searching for one case's service list, input the Commission Case Number in the **Case No.** field.
  - a) Select the **Search** button; or click the **Clear** button to clear all fields and start over.



**Service List Search**

Search Criteria Help

"Parent" and "Doing Business As" companies will also be included when searching on a company.

Case No.  Case Status  Company

Include only open or reopened cases:  Include companies closed in EFIS:  Search on single company:

- b) The service list for the case will be displayed.
  - i) The service list view will default to certified members. Users can select the radio button in front of the type of member to toggle between members or see both members.

Service List Display - ER-2022-0129 Service List Print Help

Case [ER-2022-0129](#) - Reopened

Utility Type Electric

Style of Case In the Matter of Evergy Metro, Inc. d/b/a Evergy Missouri Metro's Request for Authority to Implement A General Rate Increase for Electric Service

Service List Last Updated 12/6/2022 9:33:09 AM

Certified
  Subscriber
  Both

Members					
Member Type	Company	Member Name	Address	Email Address	Phone
Certified	MO PSC Staff (Other)	Department, Staff Counsel	200 Madison Street, Suite 800 P.O. Box 380 Jefferson City, MO 65102	staffcounsel@psc.mo.gov	(573) 751-2690
Certified	Office of the Public Counsel (OPC) (Other)	Poston, Marc	200 Madison Street, Suite 650 P.O. Box 2230 Jefferson City, MO 65102	opcservice@opc.mo.gov	(573) 751-5318

- c) Users can also click the **Service List Print** button to print the service list for the case.

Service List Display - ER-2022-0129 Service List Print Help

Case [ER-2022-0129](#) - Reopened

Utility Type Electric

- d) A list of service list members will be displayed with the default service list and certified list members checked.



# Service List Search

Service List Print - ER-2022-0129 Help

Select the parties and fields to include in the printable version of the service list. Click the 'Generate' button after making your selections.

Case No. [ER-2022-0129](#)

Default Case Parties and Lead Staff Attorney Select All

Select	Company	Name
<input checked="" type="checkbox"/>	Office of the Public Counsel (OPC) (Other)	Poston, Marc
<input checked="" type="checkbox"/>	MO PSC Staff (Other)	Department, Staff Counsel
<input checked="" type="checkbox"/>	MO PSC Staff (Other)	Mers, Nicole

Certified Service List Members Select All

Select	Company	Name
<input checked="" type="checkbox"/>	ChargePoint, Inc. (Other)	Dunbar, Scott F
<input checked="" type="checkbox"/>	ChargePoint, Inc. (Other)	Hubertz, Elizabeth

- e) If additional subscriber service list members need to be selected, check the box in front of the subscriber member.
- f) In the *Fields to Include* section, the following fields are defaulted to checked.
  - i) Company, Party's Name, Address, Email
  - ii) If the additional field needs to be selected, check the box or check the **Select All** option.
  - iii) If any fields need to be deselected, uncheck the box for the applicable field.
- g) Select the **Generate** button to generate the service list.

Fields to Include Select All

<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Party's Name	<input checked="" type="checkbox"/> Address
<input checked="" type="checkbox"/> Email	<input type="checkbox"/> Phone	

**Generate**

- h) A *Print Service List Result* page will be displayed.
- i) Select the **Print** button to print the service list.



Print Service List Result Print Help

Missouri Public Service Commission  
Generated Service List Print for Case No. [ER-2022-0129](#)

<b>MO PSC Staff</b> Staff Counsel Department 200 Madison Street, Suite 800 P.O. Box 360 Jefferson City, MO 65102 staffcounselfservice@psc.mo.gov	<b>Office of the Public Counsel (OPC)</b> Marc Poston 200 Madison Street, Suite 650 P.O. Box 2230 Jefferson City, MO 65102 opcservice@opc.mo.gov	<b>ChargePoint, Inc.</b> Scott Dunbar 1580 Lincoln St., Suite 1105 Denver, CO 80203 sdunbar@keyesfox.com
<b>ChargePoint, Inc.</b> Elizabeth Hubertz Washington University Law School Campus Box 1120 1 Brookings Drive St. Louis, MO 63130 ejhubertz@wustl.edu	<b>Evergy Missouri Metro</b> James Fischer 2081 Honeysuckle Lane Jefferson City, MO 65109 jfischerpo@aol.com	<b>Evergy Missouri Metro</b> Roger Steiner 1200 Main Street, 16th Floor P.O. Box 418679 Kansas City, MO 64105-0679 roger.steiner@evergy.com
<b>Evergy Missouri Metro</b> Jacqueline Whipple 4520 Main Street, Ste. 1100 Kansas City, MO 64111 jacqueline.whipple@dentons.com	<b>Evergy Missouri Metro</b> Karl Zobrist 4520 Main Street, Suite 1100 Kansas City, MO 64111 karl.zobrist@dentons.com	<b>Google LLC</b> Sean Pluta 100 S. Fourth St., Suite 1000 St. Louis, MO 63102 spluta@poisinelli.com

- 5) If searching for multiple service lists, input the search criteria.
  - a) Select the **Search** button; or select the **Clear** button to clear all fields and start over.

Service List Search Help

Search Criteria ▾

"Parent" and "Doing Business As" companies will also be included when searching on a company.

<b>Case No.</b> <input type="text" value="XX-2000-0000"/>	<b>Case Status</b> <input type="text" value="(Select)"/> <input type="checkbox"/> Include only open or reopened cases:	<b>Company</b> <input type="text" value="Begin typing for suggestions"/> <input type="checkbox"/> Include companies closed in EFIS: <input type="checkbox"/> Search on single company:
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- b) A list of service lists matching the search criteria will be displayed below the Search button.



### Service List Search

Search Criteria ▾Help

\*Parent\* and \*Doing Business As\* companies will also be included when searching on a company.

**Case No.**

**Case Status**

  
Include only open or reopened cases:

**Company**

  
Include companies closed in EFIS:   
Search on single company:

Search complete. The results are displayed below.

SearchClear

Returning  / 1,108

	<u>Case No.</u>	<u>Utility Type</u>	<u>Case Type</u>	<u>Status</u> ▾
View	WO-2020-0410	Water	Other	Reopened
View	GR-2022-0351	Gas	PGA/ACA	Reopened

Members matching criteria(2) ▾

For additional assistance, please contact the Data Center at (573) 751-7496 or [dcsupport@psc.mo.gov](mailto:dcsupport@psc.mo.gov).