

COMMONWEALTH OF VIRGINIA

MARK C. CHRISTIE
COMMISSIONER

JAMES C. DIMITRI
COMMISSIONER

JUDITH WILLIAMS JAGDMANN
COMMISSIONER



JOEL H. PECK
CLERK OF THE COMMISSION
P.O. BOX 1197
RICHMOND, VIRGINIA 23218-1197

STATE CORPORATION COMMISSION Office of the Clerk

January 3, 2017

On Tuesday, January 17, 2017, the delivery deadlines under the Clerk's Office Expedited Services procedures will be changed to provide the staff with adequate time to process these submissions by their fulfillment time.

The revised Expedited Service schedule will be as follows:

Expedited Service	Document Type	Fulfillment Time	Delivery Deadline
Category A	Schedule A Documents	Same Day Service	10:00 a.m.
		Next Day Service	2:00 p.m.
Category B	Preliminary Review	2 nd Business Day	2:00 p.m.
Category C	Schedule C Documents	Next Day Service	2:00 p.m.
Category D	Reinstatement Applications	Next Day Service	2:00 p.m.

The fulfillment time for all submissions will continue to be 4:00 p.m. and the expedite fees are not being changed.

All time references are to Eastern Time in Virginia.

On January 12, 2017, the revised Expedited Services Request form and its Instructions will be posted on the Clerk's Office [Expedited Services webpage](#).

If you have any questions, contact the Clerk's Office at (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.