



# Tips for Participating in Public Input Hearings

If you have a written statement or other papers you want to give the judge as evidence, please bring copies with you. Bring an original, two copies for the court reporter and a copy for each party in the case (usually, that should be about 20 copies total).

Sometimes one of the parties in the case may want to ask you a question about something you said. This is called “cross-examination.” Listen to the whole question. It is usually friendly. They may just want to make sure they understand your point.

## **Come early.**

Try to arrive fifteen minutes ahead of the hearing time. Be there so you hear the introductions. There are advantages to speaking early.

## **Sign in to testify when you arrive.**

The judge will call witnesses to speak from the order they have signed in. An additional sign up list will be available throughout the hearing.

## **Prepare what you are going to say beforehand.**

Even though it’s not required, you may want to prepare a written statement. There is nothing wrong with reading your statement.

## **Make your presentation as specific as you can.**

Don’t let the listeners guess what your position is. Emphasize your most important points.

## **Stay to the point.**

If a number of individuals have made the same point, you may repeat it, but don’t dwell on it. You could represent a different service area or show how the issue isn’t an isolated issue. If there are many speakers, you may be asked to limit the time you speak.

## **Add your own perspective.**

Each person comes to a hearing with unique information or background. Give specific examples that support issues important to you.

## **Speak slowly and calmly.**

## **Be sworn in.**

Your testimony will not become part of the record in the case unless you are sworn in as a witness.

## **For further information contact the Public Utility Commission**

### **Write**

PA Public Utility Commission  
Bureau of Consumer Services  
400 North Street  
Harrisburg, PA 17120

### **Call**

1-800-692-7380  
For those with speech or hearing loss,  
dial 7-1-1  
(Telecommunications Relay Service)

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