



Federal Communications Commission  
Washington, D.C. 20554

June 11, 2001

William A. Brown, Esq.  
Jeffrey A. Brueggeman, Esq.  
Southwestern Bell Telephone Company  
1401 I Street, N.W., Ste 1100  
Washington, D.C. 20005

Rikke K. Davis, Esq.  
Sprint Corporation  
401 9<sup>th</sup> Street, N.W., Ste. 401  
Washington, D.C. 20004

John Goodman, Esq.  
Verizon Telephone Companies  
1300 I Street, N.W., Ste. 400 West  
Washington, D.C. 20005

Robert M. Jackson, Esq.  
Blooston, Mordkofsky, Dickens,  
Duffy & Prendergast  
2120 L Street, N.W.  
Washington, D.C. 20037

Albert H. Kramer, Esq.  
Dickstein Shapiro Morin & Oshinsky LLP  
2101 L Street, N.W.  
Washington, D.C. 20037-1526

James W. Shook, Esq.  
Enforcement Bureau  
Federal Communications Commission  
445 12<sup>th</sup> Street, S.W., Room 3-A463  
Washington, D.C. 20554

Michael J. Thompson, Esq.  
Wright & Talisman, P.C.  
1200 G Street, N.W., Ste. 600  
Washington, D.C. 20005-3802

RE: EB Docket No. 01-99

Dear Counsel:

Recently, certain problems have come to my attention with respect to the filing of pleadings with the Secretary's Office in this proceeding.

First, Section 1.51(a)(1) of the Commission's Rules requires that, in hearing cases, an original and six copies of all pleadings must be filed with the Commission. In addition, pursuant to Section 1.209 of the Rules, the following should be inserted immediately below the caption on each pleading:

**To: Arthur I. Steinberg  
Administrative Law Judge**

Further, the docket number of this proceeding, EB Docket No. 01-99, must appear on each letter and pleading submitted in this case.

Next, it is very important that the first page of all pleadings be stamped with the Office of the Secretary's "Received" stamp. The Secretary's stamped copy of a motion constitutes proof that the motion was actually filed. The transmittal letter, if any, may also be stamped but, if a dispute arises, will not be considered as proof that a pleading has actually been filed.

Finally, as I stated at the prehearing conference, I would appreciate it if you would provide me with a courtesy copy of all pleadings and letters filed with the Commission. The courtesy copy should be placed in a separate envelope bearing the following address, and left at the Secretary's Office at the time the document is filed:

Arthur I. Steinberg, Administrative Law Judge  
Federal Communications Commission  
445 – 12<sup>th</sup> Street, S.W.  
Room 1-C861  
Washington, D.C. 20054

Attention to these details will greatly assist the Commission in directing your pleadings to my office.

Sincerely,

A handwritten signature in black ink that reads "Arthur I. Steinberg". The signature is written in a cursive style with a large, prominent initial "A".

Arthur I. Steinberg  
Administrative Law Judge