

Daily Filings & Issuances (Mailsheets)

About Mailsheets


Mailsheets list all the documents received or issued by the RCA for a single date, including

- **Filings:** Documents submitted to the RCA by companies, organizations, agencies, or individuals
- **Issuances:** Documents, other than Orders or Letter Orders, issued by the RCA (e.g., public notices, letters, ex parte communication)
- **Orders:** Orders or Letter Orders issued by the RCA and Orders issues by federal or state agencies (e.g., FERC, FCC, courts) that are pertinent to the RCA
- **Supporting Documents for Hearings/Meetings:** Documents, such as transcripts and agendas associated with hearings, Public Meetings, Tariff Action Meetings, or workshops.

The documents are grouped by categories, including Appeals, Docket Filings, Docket Orders, and Tariff Filings. To view additional information about the document, click the Filing Number. Detailed information about matters or entities related to the document can also be viewed by clicking on the matter number or entity name.

Important: The mailsheet is generated from the information in the database. Therefore, if you check the mailsheet multiple times on a given day, the information displayed may change as additional documents are received or issued. The easiest way to ensure you receive all updates is to subscribe to mailsheet updates.

Subscribing to Mailsheet Updates

Mailsheet updates are distributed by Really Simple Syndication (RSS). To see all new documents from the current date forward, click , which will enable you to subscribe to an RSS. By subscribing to an RSS feed, you will be notified when a new document matching your search criteria is available.

To use RSS, you must have a "newsreader." Some browsers, including Internet Explorer 7, Firefox, and Safari, include a newsreader. In addition, free newsreader software is available. Some email software, such as Outlook or Mozilla Thunderbird, have newsreaders built in or have add-on applications that allow you receive RSS feed content within your email client.

As a new document is added to the RCA's system, this RSS feed in your newsreader will be automatically updated. How frequently your newsreader checks for new documents will depend on the interval you've defined for refreshing the data.

If you are only interested in a subset of documents from the RCA, you may prefer to customize your view of documents by using either Search by Type or Advanced Search, which enable you to define specific criteria and then subscribe to an RSS feed for those specific criteria. Refer to ["Customizing Your Mailsheet."](#)

Specific steps for subscribing to an RSS feed will vary depending on the newsreader you are using. Refer to [Help](#) for additional information about RSS feeds.

Customizing Your Mailsheet

If you only want to see particular types of documents or if you want sort the documents in different ways, use Search by Type or Advanced Search to customize your criteria. From your search results, you can subscribe to RSS feeds to be automatically updated when new documents matching your criteria are received or issued.

You might use a search instead of mailsheets if, for example, you are only interested in

- Documents associated with a particular matter
- Documents associated with a particular company
- Documents associated with a particular certificate or certificate type
- Documents associated with a particular type of utility
- Initiating orders in a particular type of docket

Refer to the table below for specific examples of how you can customize information:

Interested In	Recommended Search	Search Criteria to Enter	
		<i>Field Name</i>	<i>Data</i>
Any document associated with P-07-003	Search by Type: Documents	Matter Number	P-07-003
Any document associated with ACS of Anchorage	Search by Type: Documents	Entity Name	ACS of Anchorage
Public Comments associated with Certificate 4	Advanced Search: Document	Document Type	<i>Select</i> Search Filings & Issuances <i>Unselect</i> Search Orders
		Limit search to the selected filing types	<i>Select</i> R&F - Public Comments
		Certificate Number	4
Initiating orders in any U-dockets	Search by Type: Orders	Limit search to the selected order types	<i>Select the following:</i> Initiating-Chair Initiating-Panel
		Limit search to the selected matter types	<i>Select</i> U - Docket

Note: If you do not include any data criteria on your searches, it will return all historical data that matches your criteria as well.