## **Instructions for eFiling Estimated Revenue Statement**

- 1. Go to our efiling website at <u>https://efiling.azcc.gov/cases</u>.
- 2. If you have previously registered to efile documents, please click **Login**. If not, please click **Create Account** and follow the prompts.



3. Once you are logged in, you should see this page:

ACC	Home Search Rec Other Submissions	ords FAQ My Alert	s My Filings My D	lockets	Your Name
ACC Portal Online Services					
	eFile Documents Click here to electronically file and upload a document.	File a Utilities Complaint Click here to electronically file a complaint against a public utility.	Make a Utilities Public Comment Click here to electronically make a comment on an ongoing case.	Global Consent to Email Service Click here to sign up for consent to service by email.	
	Lobbyist Registration Click here to register as a lobbyist.	Request to Speak Click here to request to speak at an open meeting.	Vulnerable Adult Click here to report a vulnerable adult. To be used by Financial industry professionals only.	Securities Com Click here to rep securities comp	plaint sort a slaint.
	Securities Form D Click here to submit a Form D filing.	Utilities Filings Click here to File a Utilities Report.			
Click on Utilities Filings Click here to File a Utilities Report.					

5. Then click on **Utilities Estimated Revenue Statement**.

4.

- 6. Begin completing the form and search for the Utility's Name you are filing on behalf of. The Docket No. should automatically populate.
- 7. Click **Submit** and you should receive an automated confirmation email shortly after.