

## **How to Submit Comments via Quick Comment**

FERC's Quick Comment Option is an easy way for individuals and other interested persons to submit text comments in the following proceedings:

- Hydroelectric License/Re-license Proceedings (P - Project Number),
- Pre-Filing Activity for Planned Natural Gas Projects (PF Docket),
- Applications for Authorization to Construct a Natural Gas Pipeline, Liquefied Natural Gas (LNG) or Other Facility (CP Dockets),
- Pre-Filing Activity for Permits to Site Interstate Electric Transmission Lines (PT Dockets), and
- Applications for a Permit to Site Interstate Electric Transmission Lines (ET Dockets)

The Quick Comment system does not require an FERC eRegistration account. There is a limit of 6,000 characters and all information must be Public. The system is for text comments only and may not be used to intervene or submit other information to the Commission.

Persons filing more extensive comments (more than 6,000 characters), non-text material, other attachments, or filing Privileged or Critical Energy Infrastructure Information (CEII) must use the Commission's eFiling system instead of Quick Comments. The eFiling system requires that you have an unrestricted eRegistration account (unrestricted in this case means an account that is not limited to eSubscription only).

It makes no difference which system – Quick Comments or eFiling – you use to submit comments. All comments submitted under either option are placed in the Record for the specified docket or project number(s).

### **To use Quick Comment:**

1. From the FERC Online Home page, click on the "Quick Comment" link.
2. The system returns an "Authorize Quick Comment:" screen. Key in your Name, email address, and Phone Number (optional) in the labeled fields (We will soon add address fields for persons wishing to receive notification of meetings and other Commission actions on the applicable docket).
3. Key in the characters in the picture in the field below the picture. If you have difficulty reading the characters, click on the speaker icon next to the picture to hear the code (be sure the volume on your PC is high enough). After keying in the characters, click on Submit.
4. You will see the message: "Thank you for your interest in submitting Quick Comments to FERC. You will receive an email with detailed instructions

- on how you can submit your Quick Comment.” The email is sent to the email address you entered on the first screen.
5. Check your email account for a “Confirmation of Quick Comment” email. Click on the link in the email to display the “Submit Quick Comment” screen.
  6. You can query and select the docket or project number(s) applicable to your comment (click on Search) or you can use the Quick Entry method. For Quick Entry, key in the docket or project number in the box for the docket number. Use the Search option if you are unsure about the format. You may add additional docket or project numbers provided your comments pertain to them.
  7. Key or Copy/Paste your text comments in the large text box. There is a counter below the box to tell you how much space you have left for comments. If you entered a name at the beginning of the process for an association or organization, you must include the name of an individual responsible for the filing and contact information in the text box.
  8. Click on Submit Comment.
  9. You will receive a Confirmation of Receipt email. Your comments will be added to the record in eLibrary in the docket or project number(s) you selected at the beginning of the process.

**Format of “FERC Generated PDF” in eLibrary for a Quick Comment  
(system-generated from the information entered online)**

20080227-5043 FERC PDF (Unofficial) 2/27/2008 3:07:27 PM

Comment of Brooks Carter in Docket(s)/Project(s) CP05-1-000  
Submission Date: 2/27/2008

[Information keyed or copy/pasted in the text box begins here] These are my comments on the \_\_\_\_\_ Project in CP05-1.... There is a limit of 6,000 characters and all comments will be placed in the Public record for the proceeding.

Name and Address [appears only if you added this information in the text box after your comments]