

13943-A, (eff 4-27-24)  
DO NOT EXPIRE

CHAPTER Rev 200 PROCEDURAL RULES

PART Rev 202 FORM AND SERVICE OF DOCUMENTS

**Readopt with amendment Rev 202.01, effective 9-20-16 (Document #11185-A), to read as follows:**

Rev 202.01 Form, Appearance, and Number of Documents.

(a) All petitions, motions, memoranda, briefs, affidavits, subpoenas, or similar documents to be filed under the rules of this chapter shall:

- (1) Be typewritten or clearly printed on strong durable paper 8 1/2" x 11" in size;
- (2) Contain the title and docket number of the proceeding, if known;
- (3) Be dated and signed or electronically signed if submitted as provided in Rev 202.01(c); and
- (4) State the title, if any, and address of the signor.

(b) Except as otherwise provided in this chapter, the party filing any documents with the department, described in (a) above, shall serve a copy upon each interested party and certify to the hearings bureau that such service has been made.

(c) Appeals filed with the department under the rules of this chapter shall comply with all requirements of this section, except Rev 202.01(a)(1) for when the appeal is filed electronically through Granite Tax Connect web portal located at <https://gtc.revenue.nh.gov/>.

**APPENDIX**

<b>Rule</b>	<b>Specific State Statute the Rule Implements</b>
Rev 202.01	RSA 21-J:13; RSA 21-J:3, V; RSA 21-J:3, XVIII; RSA 21-J:28-b, I