**Section 1225.30 Letters of Transmittal**

a) A letter of transmittal shall be sent in the same package with the tariff publication(s).

b) A letter of transmittal shall be signed by the person issuing the tariff or an authorized representative. Authorizations shall not be filed with the Commission unless specifically requested or the existence of such authorization is questioned in a challenge to the tariff. Absent request or challenge, the Commission will assume agents have the necessary authority from their principals. The Commission will request the filing of an authorization if the Commission was notified by an outside party or had prior knowledge that the person executing the transmittal did not have authorization to file the tariff. Prior knowledge of the Commission may result from an investigation or hearing conducted by the Commission.

c) If one transmittal letter is used to cover more than one package of tariff publications, the letter shall state the number of packages. The original letter shall be sent in one package and a copy of the letter sent with each of the other packages.

d) If a receipt is desired, mark the letter "Receipt Requested" and send an extra copy of the letter with a postage paid, self-addressed return envelope. Do not enclose loose stamps.

e) The letter of transmittal accompanying each tariff publication which contains a rate which the carrier wishes to have considered pursuant to the zone of rate freedom provisions of Section 18c-3207 of the Law (Ill. Rev. Stat. 1985, ch. 95½, par. 18c-3207) shall so state. When only some rates are within the zone, they shall be designated individually. Zone of rate freedom provisions do not apply to motor carriers of property.

f) If a fare, rate, charge, or provision filed under zone of rate freedom provisions in Section 18c-3207 of the Law is complained of, the carrier shall, in its reply to the complaint, identify the number of the item (or page) and tariff in which the rates may be found, which show a net change during the previous 12 months.