



## Ohio Administrative Code

### Rule 4901-1-08 Practice before the commission, representation of corporations, and designation of counsel of record.

Effective: June 15, 2014

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(A) Except as otherwise provided in section 4901.14 of the Revised Code and paragraphs (B), (C), and (D) of this rule, each party not appearing in propria persona shall be represented by an attorney-at-law authorized to practice before the courts of this state. Corporations must be represented by an attorney-at-law.

(B) An out-of-state attorney may seek permission to appear pro hac vice before the commission in any activity of a case upon the filing of a motion. The motion shall include all the information and documents required by paragraph (A)(6) of section 2 of rule XII of the Rules for the Government of the Bar of Ohio.

(C) Certified legal interns may appear before the commission under the direction of a supervising attorney, in accordance with rule II of the Supreme Court Rules for the Government of the Bar of Ohio. No legal intern shall participate in a commission hearing in the absence of the supervising attorney without the written consent of the supervising attorney and the approval of the commission or the presiding hearing officer.

(D) If a prehearing conference is scheduled to discuss settlement of the issues in a complaint case, any person, except an out-of-state attorney not in compliance with paragraph (B) of this rule, with the requisite authority to settle the issues in the case may represent a party at the conference.

(E) Where a party is represented by more than one attorney, one of the attorneys shall be designated as the "counsel of record," who shall have principal responsibility for the party's participation in the proceeding. The designation "counsel of record" shall appear following the name of that attorney on all pleadings or papers submitted on behalf of the party.

(F) No attorney shall withdraw from a commission proceeding without prior written notice to the commission and serving a copy of the notice upon the parties to the proceeding.