

**27 NCAC 01D .0709      RECORD KEEPING**

The coordinator of fee dispute resolution will keep a record of each request for fee dispute resolution. The record must contain the following information:

- (1) the petitioner's name;
- (2) the date the petition was received;
- (3) the respondent's name;
- (4) the district in which the respondent resides or maintains a place of business;
- (5) what action was taken on the petition and, if applicable, how the dispute was resolved; and
- (6) the date the file was closed.

*History Note:*      *Authority G.S. 84-23;*  
*Adopted Eff. May 4, 2000;*  
*Amendments Approved by the Supreme Court: March 11, 2010; September 25, 2019.*