

Agricultural/Structural Civil Penalty Hearing Request Template

[Optional - County Letterhead]

ACKNOWLEDGMENT OF RECEIPT OF NOTICE OF PROPOSED ACTION AND REQUEST FOR HEARING

Important: The Hearing Request must be submitted to the Agricultural Commissioner within **20** days of receipt of the Notice of Proposed Action.

FROM: *[Respondent Name]*

[License/Certificate Number]

[Attn:]

[Address]

[City, State, Zip Code]

FILE NO.:

I, the undersigned Respondent in this proceeding, hereby acknowledge receipt of a copy of the Notice of Proposed Action.

I hereby request a hearing to permit me to have an opportunity to present my defense to the violations contained in the Notice of Proposed Action.

Respondent's Signature

Date

Respondent's Name (printed)

Telephone Number

Mail this signed and completed form to:

Commissioner's Official Title

Department Name

Address

City, State, Zip Code