

## ADMINISTRATIVE HEARING REQUEST

Custodial and noncustodial parents may use this form to request an Administrative Hearing. Please submit this form to the office responsible for your case. Sufficient information must be provided to conduct a Hearing. Use a separate sheet of paper if needed.

Today's date: \_\_\_\_\_

My name is:

\_\_\_\_\_

I am the (circle one) Custodial Parent Noncustodial Parent

My case number is:

\_\_\_\_\_

My address is:

\_\_\_\_\_

\_\_\_\_\_

My daytime phone number is: \_\_\_\_\_

The adverse action being appealed is:

\_\_\_\_\_

\_\_\_\_\_

The following is the reason I believe the action was incorrect:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The specific relief requested:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_