REQUEST FOR ADMINISTRATIVE LAW JUDGE--COMPLAINT

NORTH DAKOTA OFFICE OF ADMINISTRATIVE HEARINGS

SFN 17818 (Rev. 06-2007)

Name of Agency, Board, or Commission		
Name of Respondent(s)	Address	Telephone Number

The above named agency, board, or commission has taken administrative action pursuant to its authority found in _____ (North Dakota Century Code and/or North Dakota Administrative Code).

The administrative action is more fully described as follows:

Has the respondent been provided a copy of the complaint? ☐ Yes ☐ No

Attached is a copy of the complaint, related documents and correspondence, and certificate, affidavit or admission of service. If the respondent has otherwise been notified about this administrative action, please explain in the comments section below.

It requests designation of an administrative law judge (please check one):

☐ **To conduct the hearing and issue recommended findings of fact, conclusions of law, and order.**

☐ **To serve as a procedural administrative law judge only (no recommended decision). The agency head will be present at the hearing as required by NDCC 28-32-31(5). See NDCC 54-57-04.**

☐ **To conduct the hearing, issue findings of fact, conclusions of law, and a final order.**

PLEASE MAKE A REQUEST FOR AN ADMINISTRATIVE LAW JUDGE AT LEAST ONE MONTH BEFORE THE HEARING.

Agency Contact Person(s)	Telephone Number

Representation [attorney (or other)] if known:

Agency	Telephone Number
Party	Telephone Number
Party	Telephone Number

Additional Comments

(For agencies required to use OAH, notice of hearing will be issued by the administrative law judge, unless a procedural administrative law judge is requested. Other requesting agencies and agencies requesting a procedural administrative law judge should first contact OAH about scheduling a hearing. If notice has already been issued, attach a copy of the notice.)

Typed or Printed Name and Title of Requesting Person	Date
Signature of Requesting Person **X**	Telephone Number