

**04 NCAC 06B .0503      REQUEST FOR HEARING**

(a) Form of Request. A request for an administrative hearing must be in writing and must contain the following information:

- (1) name and address of the person requesting the hearing;
- (2) a concise statement of the action by the Administrator that is being challenged;
- (3) a concise statement of the manner in which the petitioner is aggrieved; and
- (4) a clear and specific demand for a public hearing.

(b) Address for Request. The request for hearing shall be filed with the Division at its mailing address.

*History Note: Authority G.S. 54-109.12; 150B-38;  
Eff. June 1, 1990;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. September 6, 2016.*