# OSAH FORM 1

**This form is available online at http://www.ganet.org/osah/form.html or by telephone request at (404)657-2800.**

| OSAH USE ONLY DOCKET NUMBER: | AGENCY CODE GREC | CASE TYPE | DOCKET NUMBER | COUNTY | JUDGE |
|---|---|---|---|---|---|

**NAME OF REFERRING AGENCY:** GEORGIA REAL ESTATE COMMISSION

**COUNTY OF NON-AGENCY PARTY'S RESIDENCE OR PRINCIPAL PLACE OF BUSINESS:** _____

**SELECT CASE TYPE:** ☐CEASE (OCGA § 43-40-30) ☐CIT (Citation OCGA § 43-40-25.2)

☐DEN (Denial of License OCGA § 43-40-16) ☐SAN (Sanction OCGA § 43-40-25)

**DATE OF REQUEST FOR HEARING:** _____

**CONTACT PERSON IN REFERRING AGENCY**

| NAME: | TEL NO: | FAX NO: |
|---|---|---|
| CURRENT ADDRESS INCLUDING ZIP CODE ON HEARING REQUEST | POSITION | EMAIL:<br>PAGER: |

**ATTORNEY FOR REFERRING AGENCY**

| ATTORNEY NAME: | TEL NO: | FAX NO: |
|---|---|---|
| CURRENT ADDRESS INCLUDING ZIP CODE | GEORGIA BAR NO: | EMAIL:<br>PAGER: |

**NON-AGENCY PARTY -- (TO OSAH CLERK: IN DEN, PARTY IS APPLICANT)**

| NAME: | TEL NO: | FAX NO: |
|---|---|---|
| CURRENT ADDRESS INCLUDING ZIP CODE ON HEARING REQUEST | | EMAIL:<br>PAGER: |

**NON-AGENCY PARTY'S ATTORNEY -- (TO OSAH CLERK: IN DEN, PARTY IS APPLICANT)**

| ATTORNEY NAME: | TEL NO: | FAX NO: |
|---|---|---|
| CURRENT ADDRESS INCLUDING ZIP CODE | GEORGIA BAR NO: | EMAIL:<br>PAGER: |

**PARTY REQUESTING THE HEARING:** ☐REFERRING AGENCY ☐NON-AGENCY PARTY ☐NON-AGENCY PARTY'S ATTORNEY

**FOR PUPOSES OF THIS HEARING, THE PARTY INDICATED WILL BE:** ☐PETITIONER ☐ RESPONDENT IN THIS MATTER.

**DOCUMENT INITIATING THE HEARING:** As "Attachment 1" to this form, attach the document initiating the hearing.

**ISSUES TO BE RESOLVED:** As "Attachment 2", attach an outline of legal issues and factual matters to be resolved at the hearing including specific statutes or rules to be applied at the hearing.

**SPECIAL REQUIREMENTS:** As "Attachment 3", attach a sheet identifying any statutes or rule (state of federal) establishing any specific time deadlines or procedures that are to be applied by OSAH in resolving the matter referred.

**SERVICE OF DOCUMENTS:** In addition to routine service on the agency's attorney, the agency contact person requests the following:

- ☐ No service of documents prior to certification of the file to the agency after a decision
- ☐ Service of all documents prior to certification of the file to the agency after a decision
- ☐ Service of a copy of the notice of hearing
- ☐ Service of a copy of a continuance
- ☐ Service of copy of any interim orders.

**All documents will be mailed to the referring agency at the address indicated for the contact person to the contact person's attention unless written instructions provide an alternative place for service.**