



**Appendix C: Notice of Hearing Form  
PROCUREMENT APPEAL**

In the Appeal of \_\_\_\_\_ )  
 )  
 ) **NOTICE OF HEARING**  
 )  
(Name of Company), APPELLANT ) Docket No.: OPA-PA\_\_\_\_\_  
 )  
 )  
\_\_\_\_\_ )

You are hereby notified that a hearing will be held before the Public Auditor or the Hearings Officer for Procurement Appeals at the Office of Public Accountability on \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_, at the hour of \_\_\_\_\_, relative to the above-referenced Procurement Appeal. You may be present at the hearing; may be, but need not be, represented by counsel; may present any relevant evidence; and will be given full opportunity to cross-examine all witnesses testifying against you. You are entitled to the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by applying to the Hearings Officer for Procurement Appeals, Office of Public Accountability.

Please acknowledge receipt of this Notice and return to the Office of Public Accountability immediately.

**Acknowledged receipt:**

\_\_\_\_\_  
Receiver's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date