**Hearing Request Form**

**EEOC Hearings Unit**

Efile: [https://publicportal.eeoc.gov](https://publicportal.eeoc.gov/)

**U.S. Equal Employment Opportunity Commission**

**EEOC Office**

**Address**

**City, State, Zip**

Dear Sir/Madam:

I am requesting the appointment of an EEOC Administrative Judge pursuant to 29 C.F.R. § 1614.108(h).  I hereby certify that either more than 180 days have passed from the date I filed my complaint; or I have received a notice from the agency that I have 30 days to elect a hearing or a final agency decision.

My name: **firstname lastname**

**address1\_line1 address1\_line2**

**address1\_city, govcdm\_address1statepicklist address1\_postalcode**

**emailaddress3**

**address1\_telephone3**

Representative: **firstname lastname**

**address1\_line1 address1\_line2**

**address1\_city, govcdm\_address1statepicklist address1\_postalcode**

**emailaddress3**

**address3\_telephone3**

Agency Case No: **govcdm\_name**

Date Filed: **govcdm\_dateformalcomplaintfiled**

In accordance with 29 C.F.R. § 1614.108(h), I hereby certify that I have sent a copy of this request for a hearing to the following person at the agency:

Case Manager: **firstname lastname**

**govcdm\_name**

**govcdm\_address1\_line1 govcdm\_address1\_line2**

**govcdm\_address1\_city, govcdm\_address1statepicklist govcdm\_address1\_postalcode**

**internalemailaddress**

**You are *strongly encouraged* to use email to submit your correspondence and/or documents to ORMDI.**

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                          \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

firstname lastname Date