

# City of Bennet

## Notice of Appeal Hearing



**Name:** \_\_\_\_\_

An appeal hearing to discuss matters relating to your utility bill has been scheduled before the \_\_\_ City Council \_\_\_ Utilities Superintendent.

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

You may examine and copy, not less than three (3) days prior to the hearing, the utility's file and records pertaining to the dispute.

At an appeal hearing, you may be represented by legal counsel or other representative or spokesperson.

The appeal hearing will be conducted as follows:

1. A representative of the utility will present the reason or reasons the utility issued the disconnect notice, a summary of the proceedings at the conference, and the decision by the designated employee.
2. You may next present your reasons for appealing the decision.
3. The representative of the utility will then have an opportunity to present any other information in response to your presentation.
4. You will have a last opportunity to present information regarding why you feel the designated employee's decision should be reversed.

You may present witnesses and offer evidence. All witnesses may be cross-examined and confronted.

You may make or have made a record of the proceedings at your own expense.