

STATE PERSONNEL BOARD, STATE OF COLORADO

Case No. 201____

INFORMATION SHEET

(Name)
Complainant,

v.

(Agency/Dept. Name)
Respondent.

Complainant hereby submits the following Information Sheet.

A. A list of facts that will be proven if a hearing is granted:

(Attach a separate piece of paper if necessary.)

B. A list of witnesses I plan to call and a brief description of the testimony they will give, if a hearing is granted.

1. Myself.
I will testify:

2. Name:
S/he will testify:

3. Name:
S/he will testify:
4. Name:

S/he will testify:

5. Name:
S/he will testify:

(Add additional sheets if necessary)

C. A list of exhibits I intend to introduce if a hearing is granted. Include a copy of every exhibit with this document.

<u>Exhibit Letter</u>	<u>Name or Title of Exhibit</u>
-----------------------	---------------------------------

A.

B.

C.

D.

E.

F.

G.

H.

(Attach additional exhibits if necessary)

D. Legal arguments, rules, statutes, case law I intend to rely on.

1. Board Rules:
2. Agency Administrative Regulations:
3. Statutes:
4. Case law:

E. I am requesting the following remedy or relief:

DATED this ____ day of
_____ **201** _____

CERTIFICATE OF MAILING

This is to certify that on the _____ day of _____ **20**_____, I placed true a copy of the foregoing **INFORMATION SHEET** in the United States mail, postage paid, addressed as follows:

Attorney for Respondent
Office of the Attorney General
Employment Section
1300 Broadway
Denver, CO 80203

(Or other address for Respondent's
Counsel.)

Your Signature

Print Your Name