**FILED BEFORE**

**THE OFFICE OF ADMINISTRATIVE LAW PROCEEDINGS**

Administrative Cause No.: Enter OALP Case Number  
Underlying/State Agency Action No.: Enter Original Action/Order Number

Click here to enter text.**,**    
 Party Type,   
   
**v.**

Click here to enter text.**,**   
Party Type.

**Response to ENTRY OF PROPOSED DEFAULT ORDER**

**Filing Party:** Enter name of Party filing motion

Comes now the filing party, by an attorney or personally, to respectfully request that the Administrative Law Judge not issue a default order in favor of the opposing party. The Administrative Law Judge entered a proposed default order on Date of ALJ Order, which the filing party received on Date ALJ Order Received. Specifically, the Administrative Law Judge found that the entry of a default order may be appropriate because the filing party did not (select all that apply):

satisfy the requirements of [section 7(a)](http://iga.in.gov/legislative/laws/2020/ic/titles/004/#4-21.5-3-7) of this chapter;

file a responsive pleading required by statute or rule;

attend or participate in a prehearing conference, hearing, or other stage of the proceeding; or

take action on a matter for a period of sixty (60) days, if the party is responsible for taking the action.

However, the entry of a default order is not appropriate because the filing party had good cause for the above identified action or inaction. Specifically, Reason/ Explanation—provide enough detail to explain why the party should not be penalized for failing to take the required action.

Accordingly, the issuance of a default order is not warranted, and the filing party requests that the ALJ not enter a default order.

Respectfully submitted,

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

Filing Person’s Name

Phone Number

Mailing Address

Attorney Number (or blank)

Email

**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that a copy of the foregoing motion was served by How was this served? on this When was it served?.

**Opposing Party:**

**Enter Opposing Party’s Name**

Type

**Enter Address**

**Enter Email Address**

Select Method of Service

**Administrative Law Judge:**

**Hon. Enter ALJ’s Name**

**Office of Administrative Law Proceedings**

**402 W. Washington Street, W161**

**Indianapolis, IN 46204**

**Enter Email Address**

Select Method of Service

**Additional Recipients (as needed)**

**Enter Name**

**Enter Address**

**Enter Email Address**

Select Method of Service

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Served by: Name