**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

Enter Party Name**,**
Select Party Type,

**v.**

Enter Party Name**,**
Select Party Type.

**PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW,**

**AND RECOMMENDED ORDER**

**Filing Party:** Enter name of the Filing Party

Comes now the filing party, by an attorney or personally, to submit the following proposed findings of fact, conclusions of law, and a recommended order with respect to the above-captioned matter.

**FINDINGS OF FACT**

Based on the record of proceedings in this matter, the filing party submits the following proposed findings of fact:

1. Proposed finding of fact based upon evidence in the record. Citation to record (i.e. “Petitioner’s Exhibit A.”) that supports the finding with substantial and reliable evidence.

**CONCLUSIONS OF LAW**

Applying the law set forth in this decision to the factual findings supported by the evidence, the filing party submits the following proposed conclusions of law with respect to the issues presented:

1. Proposed conclusion of law based on legal authority (cite legal authority) and applicable facts (identify facts).

**RECOMMENDED ORDER**

Based on the above proposed findings of fact and conclusions of law, the filing party respectfully requests that the ALJ enters a recommended order finding in favor of the filing party. Specifically, the ALJ should find describe specific outcome sought by filing party.

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 Proposed Findings of Fact, Conclusions of Law, and Recommended Order was served by How was this served? on this When was it served?.

Opposing Party:

Enter Opposing Party’s Name

Type

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Office of Administrative Law Proceedings:

Attn: Hon. Enter ALJ’s Name

Office of Administrative Law Proceedings

Enter Address

Indianapolis, IN 46204

Enter Email Address

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Additional Recipients (as needed)

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

Served by: Name