

INSTRUCTIONS

Fill out the form entirely. Do not omit sections. Send this to the Office of Appeal Hearings either:

By email: appeal.hearings@myflfamilies.com

By mail: Office of Appeal Hearings
2415 North Monroe Street
Suite 400 I
Tallahassee, FL 32303-4190

A copy must also be sent to the opposing party. You can find the opposing party's contact information on the Acknowledgement of Hearing Request or, if the hearing has been scheduled, on the Notice of Hearing.

STATE OF FLORIDA
DEPARTMENT OF CHILDREN AND FAMILIES
OFFICE OF APPEAL HEARINGS

Name: _____ Case No. _____
Address: _____

VS. Petitioner/Applicant/Recipient, _____
Appeal No. _____

Name: _____
_____ Respondent/Department/Agency,

MOTION TO CONTINUE

I am requesting the Hearing Officer continue and/or reconvene the hearing dated _____ for the following reasons:

Dated _____

Respectfully submitted,

CERTIFICATE OF SERVICE

I, _____, certify that I have served each of
the opposing parties or their counsel of record a copy of the foregoing in
person, by mail, by fax, by email at the following
_____ on this _____
day of _____, 20____.

Respectfully,
