



Reopen Letter #2 (15 days)

RE:  
REQ. DATE:

This letter is in response to your recent request to reopen the above-referenced fair hearing. State Regulations (18 NYCRR 358-5.5) require clients to make a request to reopen a fair hearing within 15 days of the scheduled date of the fair hearing. You did not contact this office within 15 days. We are, therefore, unable to reopen this fair hearing.

We have, however, taken the liberty of processing a new fair hearing request on your behalf to review the issue(s) of your original request. Your new fair hearing request will be assigned a fair hearing number which is different from the previously assigned number. You will receive confirmation of this new request under separate cover.

Sincerely,

Mark Lacivita, Director of Administration  
Office of Administrative Hearings

Letter #3 (45 days)

RE:  
REQ. DATE:

This letter is in response to your recent request to reopen the above-referenced fair hearing. State Regulations (18 NYCRR 358-5.5) require clients to make a request to reopen a fair hearing within 45 days of the original hearing date when they claim that they did not receive a notice telling them the date of the original hearing. You did not contact this office to reschedule your fair hearing within 45 days of the original hearing date. We are, therefore, unable to reopen this fair hearing.

We have, however, taken the liberty of processing a new fair hearing request on your behalf to review the issue(s) of your original request. Your new fair hearing request will be assigned a fair hearing number which is different from the previously assigned number. You will receive confirmation of this request under separate cover.

Sincerely,

Mark Lacivita, Director of Administration  
Office of Administrative Hearings

Letter #4 (Good Cause)

RE:  
REQ. DATE:

This letter is in response to your recent request to reopen the above-referenced fair hearing. State Regulations (18 NYCRR 358-5.5) require clients to provide "good cause" for not appearing at a scheduled hearing. Your reason for not appearing at the scheduled fair hearing is insufficient to establish "good cause." We are, therefore, unable to reopen this fair hearing.

We have, however, taken the liberty of processing a new fair hearing request on your behalf to review the issue(s) of your original request. Your new fair hearing request will be assigned a fair hearing number which is different from the previously assigned number. You will receive confirmation of this request under separate cover.

Sincerely,

Mark Lacivita, Director of Administration  
Office of Administrative Hearings