

REBUTTAL

I. PARTIES

This Rebuttal is formally submitted by the Responding Party to dispute and challenge certain allegations, findings, assertions, or decisions made by the Opposing Party.

Responding Party:

Full Legal Name: _____

Capacity/Role: _____

Mailing Address:

Street Address: _____

Unit Number (if applicable): _____

City: _____

State: _____

Zip Code: _____

Opposing Party / Issuing Authority:

Full Legal Name/Agency: _____

Capacity/Role: _____

Mailing Address:

Street Address: _____

Unit Number (if applicable): _____

City: _____

State: _____

Zip Code: _____

II. REFERENCE AND CONTEXT

This Rebuttal directly responds to the following action, document, or decision:

Matter/Case Reference Number (if applicable): _____

Title of Original Document/Action: _____

Date of Original Document/Action: _____

III. STATEMENT OF DISPUTE AND SPECIFIC REBUTTAL

The Responding Party hereby formally disputes and rebuts the allegations, assertions, findings, or arguments set forth by the Opposing Party. The specific points of contention, along with the corresponding facts, evidence, and supporting authorities, are detailed below:

Challenged Point:

Rebuttal and Factual Statement:

[Provide the Responding Party's detailed rebuttal, explaining why the challenged point is incorrect, inaccurate, or incomplete]

Supporting Evidence and Documentation:

[List and describe the specific facts, documents, witness statements, records, data, policies, or other authorities that support this rebuttal]

IV. REQUESTED OUTCOME AND REMEDY

Based on the facts, evidence, and arguments presented in this Rebuttal, the Responding Party respectfully requests the following outcome:

[Describe the specific requested outcome, such as withdrawal of the complaint, reversal of the decision,

correction of the record, or dismissal of the disciplinary action]

V. DECLARATION AND ATTESTATION

I, the Responding Party, hereby declare under penalty of perjury that the statements, facts, and assertions set forth in this Rebuttal are true, accurate, and correct to the best of my knowledge, information, and belief.

[RESPONDING PARTY]

Signature: _____

Print Name: _____

Date: _____

Address:

Street Address: _____

Unit Number (if applicable): _____

City: _____

State: _____

Zip Code: _____