



State of Idaho

Building, Construction & Real Estate Bureau

**BRAD LITTLE**  
Governor  
**RUSSEL BARRON**  
Administrator

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**CONTEST REQUEST FORM**

Any appeal must be sent to the Division of Occupational and Professional Licenses no later than thirty (30) days after receiving the Recommendation and Notice of Intent to Impose Civil Penalty.

**NAME:**

**CASE NO:**

**REASON FOR APPEAL** Provide a detailed report of why you are appealing and attach any supporting documentation you believe is relevant. You may attach additional sheets of paper if needed. The appeal may be faxed to 877-810-2840 or emailed to [dpbcomplaints@dopl.idaho.gov](mailto:dpbcomplaints@dopl.idaho.gov). If you fax or email your appeal, please include a completed credit card authorization form, available at [http://dbs.idaho.gov/forms/general/dbsCC\\_Auth.pdf](http://dbs.idaho.gov/forms/general/dbsCC_Auth.pdf)

Note: An appeal bond of \$200 must accompany any appeal.

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PRINTED NAME

SIGNATURE

DATE

PHONE NUMBER

EMAIL ADDRESS