

OFFICE OF APPEALS

REQUEST FOR CONTINUANCE

This form may be used to request a continuance of a scheduled appeal hearing. Appeal hearings may be continued, at the discretion of the appeal referee, when good cause justifies rescheduling a hearing. Convenience of the parties is not adequate grounds for a continuance. Unless compelling reasons exist, a party will not normally be granted a continuance. Supporting documentation may be requested for consideration of a continuance request. The following are examples of circumstances in which a continuance may be granted for good cause shown:

- A party or witness is unavailable due to an incident or occurrence which is beyond the control of the individual
- An unforeseen serious emergency, accident, or illness prevents the party from being able to appear at the scheduled hearing
- A substantial witness is unavailable and the party can show prior due diligence to obtain witness presence
- The hearing conflicts with another scheduled legal proceeding
- Jury duty obligations scheduled during the hearing
- Military obligations scheduled during the hearing

COMPLETE THE FOLLOWING INFORMATION:

Docket Number _____

Referee Name _____

Scheduled Date and Time of Hearing _____

Claimant's Name _____

Name and entity of person requesting a continuance _____

Reason for Continuance _____

Signature: _____ Date: _____

I am: () the claimant; () the claimant's representative; () the employer; () the employer's representative