

Property Assessment Appeal Board

Motion for Continuance

Instructions

- Use this form if you are unable to attend your scheduled PAAB hearing.
- Before filing the form, contact the opposing party to determine if they object to or agree with a continuance. If the opposing party agrees, choose a proposed new hearing date/time by reviewing [PAAB's hearing calendar](#) for availability.
- You must [file this form with PAAB and serve a copy to the opposing party](#).
- The opposing party has the right to file a response to a motion under PAAB's rules.
- PAAB will issue an order granting or denying the motion after considering the good cause factors listed in Admin. Code R. 701-115.8(4).

Section 1 – Appeal Information

Docket No. _____ Parcel No. _____

Appellant _____ Appellee _____

Scheduled Hearing Date/Time: _____

Section 2 – Continuance Request

I request a continuance of the hearing before PAAB for the following reasons:

Opposing Party's Position:

Have you contacted the opposing party about this Motion?..... Yes No

Does the opposing party agree to a continuance?..... Yes No

Proposed New Hearing Date/Time: _____

Note: PAAB cannot guarantee your new hearing will be set on the proposed date/time.
If it cannot, PAAB will order the filing party to facilitate rescheduling.

Filer Name: _____ Date: _____

Phone: _____ Email: _____

Copy sent to: _____ By: _____