



HEARING DATE RESCHEDULING REQUEST

INSTRUCTIONS

REQUESTING PARTY:

- Fill out Section 1 of this form and send a copy by email to boardofappeals@sfgov.org.
- Send a copy, via email, to all other parties to the appeal. No action will be taken by the Board until responses from the other parties are received.

RESPONDING PARTY:

- Fill out Section 2 of this form and email your response to boardofappeals@sfgov.org with a cc to the requesting party.

SECTION 1

Name(s) of Requesting Party: _____

Appeal No(s): _____ Jurisdiction Request Rehearing Request

Subject Property Address: _____

Phone: _____ Email: _____

Current Hearing Date: _____

*Proposed New Date: _____

**Please check the Board of Appeals Calendar at: www.sfgov.org/boa and confirm upcoming Board meeting dates. Please confirm with Board staff that there is space available on the proposed date.*

Reasons for requesting this rescheduling:

Signature Date

SECTION 2

Name(s) of Responding Party: _____

Phone: _____ Email: _____

Response to Rescheduling Request [check one]:

- Agree
- Disagree
- Alternate date proposed: _____

Signature Date

THIS AREA IS FOR BOARD USE ONLY

DISAPPROVED APPROVED, NEW HEARING DATE: _____

By: _____ Date: _____