

565—3.27(473) Notice of evidentiary hearing. Upon the scheduling of an evidentiary hearing on an appeal, the director shall mail a notice of hearing to the appellant and all third parties identifiable as being affected by resolution of the appeal at least ten days prior to the date of hearing, unless the parties agree in writing to waive this requirement.

The notice shall include:

1. A statement of the time, place and nature of the hearing;
2. A statement that the hearing is held pursuant to these rules and any other relevant legal authority;
3. A reference to the particular sections of any statutes and rules involved;
4. A short and plain statement of the matters to be considered at the hearing.