

**265—7.5(17A) Notice of hearing.**

**7.5(1)** Delivery of the notice of hearing to the person requesting a contested case constitutes the commencement of the contested case proceeding. Delivery may be executed by:

- a.* The methods specified in Iowa Code section 17A.12;
- b.* First-class mail; or
- c.* Publication as provided in the Iowa Rules of Civil Procedure.

**7.5(2)** The notice of hearing shall contain the information specified by Iowa Code section 17A.12(2) and the following information:

- a.* Identification of all parties, including the name, address and telephone number of the person who will act as advocate for the authority or the state and of parties' counsel where known;
- b.* Reference to the procedural rules governing conduct of the contested case proceeding;
- c.* Reference to the procedural rules governing informal settlement;
- d.* Identification of the presiding officer, if known. If not known, a description of who will serve as presiding officer; and
- e.* Notification of the time period in which a party may request that the presiding officer be an administrative law judge pursuant to Iowa Code section 17A.11 and rule 265—7.6(17A).

[ARC 9405C, IAB 7/9/25, effective 8/13/25]