

1 Attorney(s) name(s) and state bar number  
Law Firm  
2 Address  
3 Telephone number  
E-mail address  
4

5 Attorney(s) for Respondent

6 **SAMPLE NOTICE OF APPEARANCE**

7 STATE OF CALIFORNIA

8 NEW MOTOR VEHICLE BOARD  
9

10  
11 In the Matter of the Protest of

12 **NAME OF DEALERSHIP,**

13 Protestant,

14 v.

15 **NAME OF MANUFACTURER/DISTRIBUTOR,**

16 Respondent.  
17

**Protest No. (enter Protest No.)**

**NOTICE OF APPEARANCE**

18  
19 Respondent, [enter Respondent's name], will be represented in the above-designated proceeding  
20 by [Name of Attorney, address, and telephone number]. Respondent desires to appear at all hearings in  
21 the above-proceeding for purposes of submitting evidence and oral argument.  
22

23 Date: [enter date]

24 By [signature]  
25 Attorney(s) name(s)

26 **THE PROTEST MAY NOT BE PROCESSED WITHOUT AN**  
27 **ATTACHED PROOF OF SERVICE AND**  
28 **THE \$200.00 FILING FEE PAID BY CHECK**

1 **DISCLAIMER:** This sample provides a basic means for drafting a document for filing with the  
2 Board, but the sample should not be mistaken as a substitute for personalized advice from a  
3 qualified attorney or other person sufficiently knowledgeable to represent parties before the  
4 Board. The Board strives to provide relevant, accurate and complete information. However, the  
5 Board cannot and does not warrant the relevancy, accuracy, completeness or propriety of the  
6 information provided in this sample.  
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