

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

7 Attorney(s) for [Interested Individual]

8 **SAMPLE**  
9 **Request for Admission as Interested Individual**

10 STATE OF CALIFORNIA  
11 NEW MOTOR VEHICLE BOARD

12 In the Matter of the Protest of

13 **NAME OF DEALERSHIP/FRANCHISEE,**

14 Protestant,

15 v.

16 **NAME OF MANUFACTURER/DISTRIBUTOR,**

17 Respondent.

18 **Protest No. (insert Protest No.)**

19 **REQUEST TO BE ADMITTED AS AN**  
20 **INTERESTED INDIVIDUAL**

- 21
- 22 1. [Enter your entity's name], hereby requests that it be granted status as an Interested  
23 Individual, in the above-referenced matter, pursuant to the provisions of Vehicle Code section 3066.
- 24 2. [Enter your entity's name] is the dealership that operates the [enter line-make],  
25 franchise that is the subject of the above-referenced protest.
- 26 3. [Enter your entity's name] represents itself (or is represented by counsel) in the matter  
27 and its (the attorney's) address and telephone number are [enter address and phone number].
- 28 4. [Enter your entity's name] respectfully requests that copies of all notices, pleadings, and

1 correspondence in the matter be mailed to the address set forth above.

2 Date: [enter date]

3 By [signature]  
4 Attorney(s) name(s)

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21 **THE REQUEST MAY NOT BE PROCESSED WITHOUT AN**  
22 **ATTACHED PROOF OF SERVICE AND THE \$200.00 FILING FEE**  
23 **PAID BY CHECK OR BY PHONE WITH A CREDIT CARD (916-445-1888)**

24  
25 **DISCLAIMER:** This sample provides a basic means for drafting a document for filing with the  
26 Board, but the sample should not be mistaken as a substitute for personalized advice from a  
27 qualified attorney or other person sufficiently knowledgeable to represent parties before the  
28 Board. The Board strives to provide relevant, accurate and complete information. However, the  
Board cannot and does not warrant the relevancy, accuracy, completeness or propriety of the  
information provided in this sample.