801 Capitol Mall Sacramento, CA 95814 | www.spb.ca.gov

Governor Gavin C. Newsom

# SECURITY REQUEST FORM

| † Appellant Name: | † SPB Case No: | † Date: |
|---|---|---|
| | | |

| † Name of Person Submitting Request: | † Phone Number: |
|---|---|
| † Street Address: (line one) | |
| † Street Address: (line two) | |
| † City: | † State: / † Zip Code: |

| † Location of Hearing or Conference: | † Date of hearing or conference: |
|---|---|
| | |

You must provide all pertinent facts demonstrating the need for security. Additionally, you must attach relevant documents supporting the request for security. Appropriate documents would include: investigative reports, temporary restraining orders, police reports, etc.

† State the pertinent facts demonstrating the need for security: *(attach additional pages as needed)*

☐ Additional Pages Attached

*† Denotes required field*

Requests for security will be evaluated by SPB staff. Security will be provided at the sole discretion of the Chief ALJ or his or her designee. Requests for security should be made as soon a need is known. If a request is made without sufficient time to procure security personnel, the Chief or assigned ALJ, may or may not choose to continue the hearing.

Please submit this completed form via email to appeals@spb.ca.gov. This form may also be submitted via regular mail to the State Personnel Board, Appeals Division, 801 Capitol Mall, Sacramento, CA 95814 or by fax to (916) 654-6055.

☐ Documents supporting the security request attached

By signing below I certify that the information on this form is correct.

**Signature:** **Date:**

*Electronic signature accepted pursuant to Cal. Code of Regs., tit. 2, § 52.1 (c)*

**Submit**