

**DISTRICT OF COLUMBIA  
RENTAL HOUSING COMMISSION**  
441 4<sup>TH</sup> Street, NW, 1140B-North  
Washington, DC 20001

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Appellant

In Re: [ Case Number ]  
[ Property Address]

vs.

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Appellee

MOTION TO/FOR [short, concise title]

[Name of Movant], Appellant/Appellee, hereby move [clear, concise statement of motion]

For the following reasons:

- 1.
- 2.
- 3.

[Concise statement(s) of reasons support motion.]

Respectfully,

[Signature of Movant/Counsel]  
[Print Name]  
[Address]  
[Telephone Number]

CERTIFICATE OF SERVICE

I hereby certify that a copy of the foregoing \_\_\_\_\_ was served on [date], by first class mail, postage pre-paid upon:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
[Signature of Certifier]