

**REQUEST FOR INTERPRETER SERVICES \***

**TO: DEPARTMENT OF ADMINISTRATION  
HEARINGS DIVISION  
APPEALS OFFICER  
2200 S RANCHO DRIVE #220  
LAS VEGAS NV 89102  
(702) 486-2527  
(702) 486-2555 (Fax)**

**RE: COURT INTERPRETER SERVICES**

**Pre-approval for interpreter services are requested as follows:**

**Claimant:** \_\_\_\_\_

**Appeal No:** \_\_\_\_\_

**Date & Time of Hearing:** \_\_\_\_\_

**Length of Hearing:** \_\_\_\_\_

**Language:** \_\_\_\_\_

**Requested by:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Pursuant to NAC 616C.2755, this request and form must be received by the Appeals Office at least ten (10) days prior to the scheduled hearing date.**

**Please be advised that an Interpreter must be cancelled at least 24 hours prior to the date and time of the scheduled hearing. Failure to do so may result in the assessment of a cancellation fee pursuant to NRS 616D.065.**

**cc:** \_\_\_\_\_