



OFFICE OF  
INSURANCE COMMISSIONER

HEARINGS UNIT

FILED

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HEARINGS UNIT  
OFFICE OF  
INSURANCE COMMISSIONER

**NOTICE OF RECEIPT OF DEMAND FOR HEARING**

**To:** Rex Winder, Director of Education  
Insurance Training Associates, LLC  
4504 SW Corbett Ave., Suite 200  
Portland, Oregon 97239

**From:** William Pardee, Presiding Officer *WP*

**Date:** August 1, 2016

**Hearing:** **Insurance Training Associates LLC – Consent Order Imposing Fine,  
Order No. 16-0166**

This is to advise you that on August 1, 2016, the Hearings Unit received and filed your Demand for Hearing.

In approximately 5 working days, you will be contacted by the Hearings Unit to schedule a telephonic prehearing conference. Participants in the prehearing conference will include: 1) you, and/or your representative (under GR 24 of the Washington Court Rules, attorneys in this proceeding need not be licensed to practice in Washington State); 2) a representative of the Insurance Commissioner; and 3) myself, as Presiding Officer. All stages of the hearing process, including the prehearing conference, are public, and interested persons may attend, upon request to the Hearings Unit. Following the prehearing conference, I will issue a Notice of Hearing, which will advise you of the date, time, and place of the hearing.

The rules governing hearing procedures are primarily found at Chapter 34.05 RCW (the Washington State Administrative Procedure Act) and Chapter 10-08 of the Washington Administrative Code. Although the hearing will be somewhat formal, I will be as flexible as possible to accommodate the parties and witnesses. Hearings are normally conducted in three parts: 1) Each party presents an opening statement summarizing the evidence it expects to present. 2) Each party presents its case-in-chief, including the testimony of witnesses, subject to cross examination by the opposing party, and/or documents. Witnesses may be permitted to testify by telephone; 3) Each party presents closing arguments summarizing -- from its perspective -- the application of pertinent statutes and/or regulations to the evidence.

Notice of Receipt of Demand for Hearing  
and Hearing Procedures  
No. 16-1066  
Page 2

As Presiding Officer, I have not had prior involvement with this case. Following the hearing, I will make a final written decision, appealable only to the Superior Court and not to another administrative official or tribunal.

If you have any questions, require an interpreter, or have a disability which would require accommodation during the pendency of this case, please contact Dorothy Seabourne-Taylor, Hearings Unit Paralegal, (360) 725-7002; [DorothyS@oic.wa.gov](mailto:DorothyS@oic.wa.gov).