- 1 | 5. Respondents shall appear before the Department on Monday, March 9, 2015
- 2 | at 10 a.m., at the New Hampshire Banking Department located at 53 Regional
- 3 Drive, Suite 200, Concord, New Hampshire 03301, for the purpose of
- 4 | participating in an adjudicative proceeding. The Department shall bear the
- 5 | burden of proving the truth of the legal and factual allegations in the
- 6 Order by a preponderance of the evidence.
- 7 | The Respondents will have the opportunity to demonstrate why the relief
- 8 | sought in the Order to Show Cause should not become permanent. RSA 541-A;
- 9 || Jus 812.02.
- 10 | 6. Pursuant to RSA 541-A, the legal authorities under which the hearing is
- 11 | to be held are: RSA 541-A, RSA 397-A.
- 12 | 7. Each party has the right to have an attorney present to represent the
- 13 | party at the party's expense, or may represent itself or himself. If the
- 14 | Respondents elect to be represented by Counsel, said Counsel shall file a
- 15 | notice of appearance at the earliest possible date.
- 16 | 8. The Commissioner of the Department has designated a Presiding Officer in
- 17 | this matter with authority to represent the public interest within the scope
- 18 of the Department's authority. The Presiding Officer shall have the
- 19 | authority to preside over the proceeding and exercise the powers, duties or
- 20 | functions delineated in the delegation dated June 17, 2014. RSA 383:7-a; RSA
- 21 | 541-A:1, XIV.
- 22 | 9. The designated Presiding Officer is Stephen J. Judge, Esq. partner in the
- 23 | firm of Wadleigh, Starr & Peters, PLLC, Manchester, NH.
- 24 | 10. Two copies of proposed exhibits shall be pre-marked, for identification
- 25 only, and filed with the staff of the Presiding Officer and a single copy of

- exhibits provided to the opposing party by Thursday, March 5, 2015. The Department shall pre-mark its exhibits with Arabic numbers. The Respondents shall pre-mark exhibits with capital letters. An index/list of exhibits providing a brief description of each exhibit with its corresponding pre-marked number or letter shall be filed by both parties simultaneous with the filing of exhibits.
- 11. On the date identified in paragraph 10, the parties shall also exchange a list of all witnesses to be called at the hearing with a brief summary of the anticipated testimony and shall at the same time file two copies of their respective lists with the staff of the Presiding Officer.
- 12. Notwithstanding the provisions in paragraph 17 exhibit lists and witness
 12 lists may be filed via electronic or facsimile transmission.
 - 13. All periods referenced in this notice shall be calendar days. If the last day of the period so computed falls on a Saturday, Sunday, or legal holiday, then the time period shall be extended to include the first business day that is not a Saturday, Sunday, or legal holiday.
 - 14. Respondent's failure to appear at the time, date, and place specified may result in the hearing being held *in absentia* and/or a default ruling in favor of the Department, without further notice or opportunity to be heard.
 - 15. The entirety of all verbal proceedings shall be recorded verbatim by the Department. Upon request of any party, such record shall be transcribed by a certified court reporter designated by the Presiding Officer, with all costs borne solely by the requesting party. The Presiding Officer has discretion

- 1 to order transcription of the record and to determine how the costs shall be 2 borne.
- 3 | 16. Each party has the right to have the Department provide a certified 4 | shorthand court reporter at the requesting party's expense. Any such request 5 | shall be submitted in writing to the Presiding Officer at least 5 days prior
- 5 | shall be submitted in writing to the Presiding Officer at least 5 days prior
- 6 | to the hearing.
- 7 | 17. All documents shall be filed with the staff of the Presiding Officer in
- 8 the form of an original and one (1) copy and shall bear a certification that
- 9 a copy is being delivered to Hearings Examiner and any other parties to this
- 10 matter in accordance with applicable laws. All documents shall be filed by
- 11 | mailing or delivering them to the New Hampshire Banking Department, ATTN:
- 12 | Presiding Officer Dkt # 13-413, 53 Regional Drive, Suite 200, Concord, NH
- 13 | 03301. Filing by facsimile or electronic transmission shall not be accepted.
- 14 | 18. The parties may submit Proposed Orders, which shall include findings of
- 15 | fact and conclusions of law, separately stated, no later than ten (10) days
- 16 | following conclusion of the hearing(s) in this matter or at a time set by the
- 17 | Presiding Officer.
- 18 | 19. Routine procedural inquiries may be made by telephoning the
- 19 | staff of the Presiding Officer at (603)271-3561 or emailing the staff at
- 20 | doreen.sheppard@banking.state.nh.us. All other communications with the
- 21 | Presiding Officer and with the Department shall be in writing and shall be
- 22 | filed as provided above. Ex parte communications are forbidden by statute.
- 23 | 20. A copy of this Notice of Hearing shall be emailed and mailed to the
- 24 | named Respondent and a copy shall also be delivered to the Department.
- 25 | SO ORDERED,