

TO: Kirk White, Deputy General Counsel

*** This form requests OGC to review and is accompanied by the following draft document:**

- ☐ Draft Consent Order
- ☐ Draft NOV Request Form
- ☐ Draft Administrative Complaint
- ☐ Draft Site Access Order
- ☐ Case Report
- ☐ Other

*** Email Completed LCT form and Supporting Documentation to:**

To: Kirk.White@FloridaDEP.gov
Cc: Lea.Crandall@FloridaDEP.gov

Subject Line of Email: Request for Attorney Assignment – DEP v. <Respondent's Name>; OSTDS

The following information is necessary for entry in the Legal Case Tracking System (LCT):

- * Case Name:
(The case name should mirror the case style in the enforcement action, e.g. DEP v. _____)
- * Case Alias:
(If you refer to the respondent, defendant, site, or matter in another way, include that here, e.g. Facility Name, etc.)
- * County:
- * DOH Contact Name:
- * DOH Contact Email Address:
- * Program Area: OSP/OSTDS 2nd Program Area:

Link to supporting documentation for NOV: (Only include those documents that are necessary to support the violations in the NOV.)

Comments: