

IN THE _____ COURT OF _____ (County),
_____ (State)

(Name of Petitioner) PETITIONER

V. CAUSE NO. _____, _____

(Names of Respondents) RESPONDENTS

PETITION

COMES NOW _____ (Name of Petitioner),
Petitioner in the above-styled and numbered cause, by and through his attorney, and files this his
Petition against **Respondents** _____
(Names of Respondents), and in support thereof would show unto the Court the following
matters and facts:

1.

Petitioner is an adult resident citizen of _____
_____ (city, county, state).

2.

Respondent A is an adult resident citizen of _____
_____ (city, county, state). **Respondent B** is an adult resident citizen of
_____ (city, county, state).

Respondent C is an adult resident citizen of _____
_____ (city, county, state).

3.

On _____ (date), Respondents A, B, and C were, and
now are, the duly commissioned, qualified, and acting members of and constituting the

_____ (*name of administrative agency*), hereinafter called the *Board*. On _____ (*date*), at _____ (*time*), the *Board* was then and there in session at its regular (*e.g., monthly*) _____ meeting. On that date there was presented to the *Board* a petition (the *Petition*) signed by _____ (*Name of Petitioner*), setting forth, stating, and requesting that (*summarize Petition*) _____

_____.

4.

The *Board* was satisfied on all points and requirements as set forth in (*cite applicable statute*) _____, but the *Board* wrongfully and without right refused to receive and act on the *Petition* and to grant *Petitioner's* request, on the sole ground that (*state ground for refusal*) _____

_____.

5.

In fact, (*rebut reason given for refusal to act on Petition*) _____

_____.

It was in fact the duty of *Respondents*, as the *Board*, to receive and act on the *Petition*, and to grant the *Petition*, the performance of which the law specially enjoined on them as a duty, by virtue of their office, trust, and station.

WHEREFORE, *Petitioner* requests the Court to grant and issue a peremptory Writ of Mandamus to *Respondents* compelling and commanding them as members of the *Board* to

receive and act on the described *Petition*, and to grant its request, and make the proper order,
declaring and providing (*state specifics of writ*) _____

and to enter the Order at length on the journal of the proceedings of the *Board*, and cause the
same to be published (*summarize publication requirements*) _____

and for all other and proper relief.

Respectfully submitted,

(*Name of Petitioner*)

By: _____

(*Name & Signature of Petitioner's Attorney*)

State Bar No. _____

Petitioner's Attorney

OF COUNSEL:

(*Name of Petitioner's Attorney*)

Post Office Box _____

City, State, Zip Code

Telephone: _____