

May 15, 2009

Finish Carpentry Services, LLC
27385 – 100th Street
Zimmerman, MN 55398

RE: In the Matter of the Residential Building Contractor's License of Finish Carpentry Services, LLC; OAH Docket No. 11-1902-20517-2

Dear Sir or Madam:

I recently received the Notice and Order for Prehearing Conference filed by the Department of Labor and Industry in this case. As you know, a prehearing conference has been scheduled for **Wednesday, June 24, 2009, at 2:30 p.m.** at the Office of Administrative Hearings, which is located at 600 North Robert Street, First Floor, St. Paul, Minnesota 55101. During the prehearing conference, we will discuss the issues raised in this case, consider the proposed witnesses for each party, discuss documents to be exchanged between the parties, and set dates on which the hearing will occur. If you would prefer to participate in the prehearing conference by telephone, please notify me of that preference by June 22, 2009, and inform me of the telephone number at which you can be reached for the conference.

You are not required to have a lawyer for the prehearing conference or any eventual hearing in this matter. However, you may wish to talk with a lawyer about this case, the statutes or rules that apply, and possible representation. If you wish to discuss this matter with an attorney, you may contact the Volunteer Lawyers Network at 612-752-6677 (or vlm@hcba.org). The staff of the Volunteer Lawyers Network will consider the type of case involved and your ability to pay and make an appropriate referral.

Letter to Finish Carpentry Services, LLC
May 15, 2009
Page Two

I have enclosed a booklet entitled "A Guide to Participating in Contested Case Proceedings," and two other documents entitled "Contested Case Hearing Preparation" and "How to Be a Good Witness." These materials have been prepared by my office for use by those who choose to appear without an attorney in contested case proceedings. You may also wish to review the information available on the website of the Office of Administrative Hearings (www.oah.state.mn.us). If you have any questions about those materials, you may contact my office at 651-361-7900 and ask to speak to one of our staff attorneys.

Sincerely,

s/Barbara L. Neilson

BARBARA L. NEILSON
Administrative Law Judge
Tel.: (651) 361-7845

Enclosures

cc: Christopher M. Kaisershot (cover letter only)

Christopher M. Kaisershot
Assistant Attorney General
Suite 1200
445 Minnesota Street
St. Paul, MN 55101-2130