

**WAC 200-320-715 Form of an appeal.** Appeals shall be submitted in writing to the head of the agency that awarded the contract or to that person's designee. An appeal shall include, but not be limited to, the following information:

(1) Appellant's name, contact person, and/or representative with respective address, and telephone numbers;

(2) Identification and brief description of the grounds relied on for filing an appeal and a brief description of the issues to be resolved.

[Statutory Authority: 2011 c 43. WSR 11-23-093, recodified as § 200-320-715, filed 11/17/11, effective 11/17/11. Statutory Authority: RCW 41.06.142. WSR 04-07-104, § 236-51-715, filed 3/17/04, effective 7/1/05.]