



APPEAL TRIBUNAL
45 SOUTH FRUIT STREET
PO Box 2009
CONCORD, NH 03302-2009



HEARING REPRESENTATION LETTER

Emp 202.01 Appeal to and Hearing by Appeal Tribunal.

(p) Any party may be represented by counsel or other representative, but such person appearing on behalf of a party, except for a claims representative providing assistance pursuant to RSA 282-A:134, shall first file a letter announcing the fact of representation at the earliest date practical and shall send a copy of such letter to all parties.

Emp 207.15 Appearances and Representation.

(a) A party or the party's representative, except for a claims representative providing assistance pursuant to RSA 282-A:134, shall file an appearance that includes the following information: (1) A brief identification of the matter; (2) A statement as to whether or not the representative is an attorney and if so, whether the attorney is licensed to practice in New Hampshire; and (3) The party or representative's daytime address & telephone number.

CLAIMANT NAME: _____ SS#: XXX-XX- [] [] [] []

EMPLOYER NAME: _____ EMPLOYER ACCT #: _____

NOTICE BY: [] Claimant [] Employer DOCKET #(s): _____

IF HEARING SCHEDULED, DATE: _____ CHAIRMAN: _____

Form box containing fields for: FULL NAME OF PERSON APPEARING; IS THIS PERSON AN ATTORNEY?; BUSINESS NAME; PERSON'S DAYTIME ADDRESS; MAILING ADDRESS; CITY, ST ZIP; PERSON'S DAYTIME TELEPHONE #; FAX; PERSON'S EMAIL ADDRESS; BRIEF IDENTIFICATION OF THE MATTER.

I CERTIFY THAT ALL THE OTHER INTERESTED PARTIES LISTED ON THE DETERMINATION OR DECISION UNDER APPEAL WERE PROVIDED REPRESENTATION NOTICE BY: [] Email [] Fax [] 1st Class Mail [] Registered Mail AND/OR [] Other: _____ ON _____ . METHOD DATE

NAME JOB TITLE (IF NOT THE CLAIMANT)
SIGNATURE DATE

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