New Hampshire Employment Security
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"We're working to keep New Hampshire working"

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. Parties shall retain counsel at their own expense and requests for appointment of counsel shall not be entertained. No fee shall be charged for representing an individual seeking benefits without prior approval pursuant to RSA 282-A:158 and Emp 204.

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 and telephone number.

CLAIMANT NAME: _____ SS#: XXX-XX- ☐☐☐☐

EMPLOYER NAME: _____ ACCT #: _____

NOTICE BY: ☐ Claimant ☐ Employer DOCKET #(S): _____

IF HEARING SCHEDULED, DATE: _____ CHAIRMAN: _____

FULL NAME OF PERSON APPEARING: _____

IS THIS PERSON AN ATTORNEY? ☐ NO ☐ YES. IF YES, LICENSED TO PRACTICE IN NH? ☐ NO ☐ YES

PERSON'S DAYTIME ADDRESS:
BUSINESS NAME: _____
MAILING ADDRESS: _____
CITY, ST ZIP: _____

PERSON'S DAYTIME TELEPHONE #: _____ FAX: _____

PERSON'S EMAIL ADDRESS: _____

BRIEF IDENTIFICATION OF THE MATTER:

NAME (AND TITLE IF NOT CLAIMANT)	SIGNATURE	DATE

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