

## Documentations needed to Represent you for an Appeal Hearing

### Documents and forms that need to be completed by the member prior to the hearing.

- 1- The full letters from the Department of Labor Appeal Hearing. This includes date, time, toll number, pass code, DOL Hearing Representative and phone number. I need every page not just the first one.
- 2- Designated Representation, (see form below). This will be uploaded by the employee to the ECOMP system
- 3- Letter of denial from DOL. All the pages.
- 4- Table of Content for the Appeal Hearing.  
The table of content will be generated by the employee to present the evidence to the hearing officer. This documentation will be used to try to overturn the denial. This step will be discussed with the employee prior to the hearing.

**NOTE: Please do not send pictures, Scan, and email the dismutations in one email.**

**Failure to complete all these steps will result in the employee losing their case.**

**Employee:** (First and Last Name)

**Case ID:** (Case Number)

**DOI:** (Date of Injury)

## **AUTHORIZATION DESIGNATED REPRESENTATIVE**

I, (Name of Claimant)  
(Address of Claimant)  
(City, State, Zip of Claimant)

do hereby authorize:

Joe Mansour  
P.O. Box 58  
North Lakewood WA. 98259

to **(check all that apply)**:

\_\_\_\_\_ serve as my representative in all matters pertaining to my claim under the Office of Workers' Compensation Programs, U.S. Department of Labor.

\_\_\_\_\_ receive copies of all factual and medical evidence contained in my claim filed under the Office of Workers' Compensation Programs, U.S. Department of Labor.

I declare that the foregoing is true and correct. This authorization is effective on the date it is signed and is effective until specifically revoked by me in writing.

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(Signature of Claimant) (Date)