



Injured Worker  
123 Anystreet  
Anytown US 12345-6789

January 30, 2006

XYZ Company, inc.  
123 Anystreet  
Anytown US 12345-6789  
Phone: (area code)-555-2222  
Fax: (area code)-555-3333

To Whom All It Concerns:

Since things are going in the direction of notices and time frames I am going to respectfully request that EVERYTHING that ANYONE from and/or representing your Company be in writing to myself, my Physician of Record (POR) or Attorney of Record. I would rather keep this from being done thru certified USPS mail, but will have NO PROBLEM going to that at even the first uttering and/or suggestion(s) of ANYONE trying to say "That it was Not Received" after turning in any and all proper documentation to the correct person(s)/department(s).

Sincerely,

{Sign your name}

Injured Workers Printed Name  
Employee ID: 12345  
WC#00-123456  
(SSN:123-45-6789 - DOB: 01-01-00)

cc: ABC LAW FIRM

ATTN: Attorney So & So  
123 Anystreet  
AnyTown US 12345-6789  
PHONE: (area code)-555-2222  
FAX: (area code)-555-3333

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