NEW YORK STATE | Workers' Compensation Board

ATTORNEY/LICENSED REPRESENTATIVE REQUEST TO WITHDRAW FROM REPRESENTATION

PO Box 5205, Binghamton, NY 13902-5205 Web Upload link: https://wcbdoc.services.conduent.com/

Pursuant to 12 NYCRR § 300.17, this form must be submitted whenever an attorney or licensed representative seeks to withdraw his or her representation of a claimant before the Board or a Workers' Compensation Law Judge in any claim or claims.

Send this form to the claimant and secure the claimant's signature in Part I. Complete Part II and check the appropriate box in Part II, Section C.

WCB Case #(s)	Claimant's Name (Last, First, MI)

Part I

I am the claimant in this matter/these matters. I agree to allow my attorney/licensed representative to withdraw from representing me in the above listed case(s).

_____ _____

Claimant Name (Last, First, MI) Signature of Claimant

Part II

A. I, _____ , hereby request to withdraw from representation of the above named claimant in the cases listed above. My request to withdraw meets the standards set forth in 12 NYCRR § 300.17, and the Rules of Professional Conduct for attorneys (22 NYCRR 1200.16 Rule 1.16) or the Rules of Conduct for licensed representatives (12 NYCRR 302-2) and is based on the following reason(s):

_____

_____

_____

_____

B. Check all applicable boxes:

1. Check ONE of the following:
   - ☐ There is no application for review pending before the Board or the Full Board or an appeal to the Appellate Division;
   - ☐ There is an appeal pending before _____, and a response is due _____
2. Check ONE of the following:
   - ☐ A hearing is not scheduled in this matter and I have not been notified of any other deadline that requires a response;
   - ☐ A hearing is set for the date of: _____
3. ☐ A deadline for a response to _____ has been set for the date _____
4. ☐ The claimant has not been classified (see Subject Number 046-548, May 28, 2013).
5. ☐ The following cases(s) have been settled via Section 32 waiver agreement (list all claims settled via Section 32):

   _____

C. Check ONE of the following:

- ☐ The claimant agreed to allow me to withdraw from representation as indicated in Part I above.
- ☐ I attempted in good faith to secure the claimant's signature in Part I above.

D. I certify that the above is true and correct to the best of my knowledge. I have today served a copy of this request on all parties, their representatives, and unrepresented parties in this claim, including the claimant.

_____ _____

Signature of Attorney/Licensed Representative Date Submitted

_____

Address of Attorney/Licensed Representative

_____ R- _____

Attorney/Licensed Representative Phone Number Attorney/Licensed Representative's Identification Number (if any)

Whenever an attorney or licensed representative is notified that the claimant has terminated his or her retainer (12 NYCRR 300.17[g]), or the attorney or licensed representative has withdrawn from representation of the claimant (12 NYCRR 300.17[b][2][ii]), a final attorney's fee application shall be promptly submitted to the Board. The attorney or licensed representative shall file an OC-400.1 with the Board within 30 days of notice that their retainer has been terminated, or their withdrawal from representation, and serve a copy upon the claimant.