August 6, 2021

The Unemployment Insurance Hearing Section

250 Veteran’s Memorial Highway RM 2B46

Hauppauge, NY 11787

**RE: AM (Client Name)**

**Case No. 021-XXXXX**

To whom it may concern:

I am the claimant, AM’s, representative writing to correct an error on the Notice of Hearing. My phone number is listed incorrectly. The correct phone number to reach me is **XXX XXX XXXX**.

In addition, I am submitting evidence we would like to offer in the hearing. Attached to this facsimile is the following:

1. Ms. M’s formal resignation from her position in October 2020
2. Messages from the employer stating the restaurant is not putting employees on the schedule, dated March 16, 2020
3. Messages from the employer with instructions to apply for unemployment insurance, dated March 17, 2020
4. Message from the employer asking Ms. M to return to work, her response, dated July 25, 2020
5. Employer’s statement contesting Ms. M’s benefits, dated April 30, 2020
6. Employer’s statement contesting Ms. M’s benefits, dated May 14, 2020

Sincerely,

Attorney von Lawyer