STATE OF NEW YORK UNEMPLOYMENT INSURANCE DIVISION

ADMINISTRATIVE LAW JUDGE SECTION

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

In the Matter of the Claim for Benefits **NOTICE OF APPEARANCE**

Made By Claimant SS: XX-XXX-1234

NAME

Claimant

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

On behalf of claimant [Client’s Name], I provide notice to serve as **her** representative in all hearings and appeals pertaining to **her** unemployment insurance claim. Claimant disagrees with the ALJ’s hearing determination and would like to present **her** case before the Appeal Board. Please take notice that Claimant appears in this proceeding by **her** duly retained and authorized representative, [YOUR NAME], and that such authorized representative demands that copies of all subsequent notices and decisions be served on her at her mailing address at:

[Your name]

[Your mailing address]

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Claimant’s Representative

Date: XX/XX/2025