

**WAC 491-04-070 What should my request for an appeal include?**

Your appeal must include:

- (1) In the case of illness or injury claims, the date and nature of the claim, and the place it occurred;
- (2) A statement of what you want the board to do (relief requested) after considering the appeal;
- (3) An explanation of why your request has merit;
- (4) All facts relating to the request;
- (5) The name and address of your attorney, if applicable; and
- (6) Your name, address, phone number, facsimile number (if applicable), email address, and signature.

[Statutory Authority: RCW 41.24.290(2). WSR 13-21-050, § 491-04-070, filed 10/11/13, effective 11/11/13.]