

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Name
Administrative Law Judge
Address Line
City, State Zip Code

Date

Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Re: Claimant:
SSN:

Dear Judge :

I have received a copy of the fully favorable decision in the case of dated, ; however, I did not receive a copy of your order approving my fee agreement with my client so that the "fee agreement process" will apply to approval of attorney's fees in this case. I assume this was an oversight.

If the order was issued, please send me a copy. If the order was not issued, please issue the order as soon as possible. I understand that instructions to OHA about the fee agreement process state that an order may be issued after a favorable decision is mailed.

I filed my fee agreement with SSA on . I have enclosed a copy of the fee agreement and a copy of my transmittal letter.

Sincerely,

Attorney at Law

cc: