<<[data.getRecipientName()]>>

<<[data.getAddressLine1()]>>, <<[data.getCity()]>>, <<[data.getState()]>>, <<[data.getZip()]>><<if [data.getZipExt() != null]>>, <<[data.getZipExt()]>><</if>>

<<[data.getMailingDate()]>>

<<if [data.getInterviewType() == “In-Person”]>>

An interview was scheduled for an in-person interview on <<[data.getInterviewDate()]>> from <<[data.getInterviewStartTime()]>> to <<[data.getInterviewEndTime()]>> <<[data.getTimeZone()]>>. You are requested to appear before the adjudicator below to discuss additional information regarding<<if [data.getRecipientType() == “Claimant”]>> your<<elseif [data.getRecipientType() == “Employer”]>> <<[data.getClaimantName()]>>’s<</if>> claim.

Adjudicator Name: << [data.getAdjudicatorName()]>>

Agency Address: << [data.getAgencyAddress()]>>

In-Person Interview Details:

<<[data.getOtherDetails()]>>

If you fail to report at the scheduled time, a determination will be made on the available information in our files, which may result in a denial of benefit payments.

<<elseif [data.getInterviewType() == “Phone”]>>

An interview was scheduled for a phone interview on <<[data.getInterviewDate()]>> from <<[data.getInterviewStartTime()]>> to <<[data.getInterviewEndTime()]>> <<[data.getTimeZone()]>>. An adjudicator will contact you on the phone number below to discuss additional information regarding<<if [data.getRecipientType() == “Claimant”]>> your<<elseif [data.getRecipientType() == “Employer”]>> <<[data.getClaimantName()]>>’s<</if>> claim.

Adjudicator Name: <<[data.getAdjudicatorName()]>>

Phone Number: <<if [data.getRecipientType() == “Claimant”]>><<[data.getClaimantPhoneNumber()]>><<elseif [data.getRecipientType() == “Employer”]>><<[data.getEmployerPhoneNumber()]>><</if>>

Phone Interview Details:

<<[data.getOtherDetails()]>>

If you fail to receive the call from the abovementioned adjudicator at the scheduled time, a determination will be made on the available information in our files, which may result in a denial of benefit payments.

<<elseif [data.getInterviewType() == “Video Conference”]>>

An interview was scheduled for a video conference interview on <<[data.getInterviewDate()]>> from <<[data.getInterviewStartTime()]>> to <<[data.getInterviewEndTime()]>> <<[data.getTimeZone()]>>. You are requested to join the video conference interview with the adjudicator below to discuss additional information regarding<<if [data.getRecipientType() == “Claimant”]>> your<<elseif [data.getRecipientType() == “Employer”]>> <<[data.getClaimantName()]>>’s<</if>> claim.

Adjudicator Name: << [data.getAdjudicatorName()]>>

Video Conference Details:

<<[data.getOtherDetails()]>>

If you fail to attend the video conference meeting from the abovementioned adjudicator at the scheduled time, a determination will be made on the available information in our files, which may result in a denial of benefit payments. <</if>>