{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: NOTICE OF APPEAL – CASE ID** **{ CaseID }**

Dear {stdMbrSalutation}:

This letter is to notify you that your appeal is scheduled for { qu NextBoardMeetingDate } at the Board meeting of the North Dakota Public Employees Retirement System (NDPERS). The Board meeting is scheduled to meet in the { qu NextBoardMeetingLocation }, Bismarck ND.

Your case will be heard as the last agenda item, the time will range between 10:00 am and Noon. You are welcome to appear before the Board in person, with or without legal counsel, during this closed door session.

{x quwhen SentviaCertifiedMail has “0” }

Enclosed are copies of the documents that will be submitted to the NDPERS Board for consideration.

{endblock}

If you wish to submit additional written materials for the Boards consideration, please arrange to have the materials sent to the above address by {qu SevenDaysEarlierToNextBoardMeeting }.

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Benefit Division

{x quwhen SentviaCertifiedMail has “0” }

Certified Mail: {qu CertifiedMailNumber}

{endblock}