

You may fold this form along the dotted line and place it in a standard #10 window envelope to return to the court.

WORKERS' COMPENSATION COURT OF OKLAHOMA
ATTN: VALERIE ROSSITER
1915 N STILES AVE
OKLAHOMA CITY, OK 73105

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<p>Initial Notification to the Oklahoma Workers' Compensation Court of a 'Notice Email Address' for use by Attorney or Carrier Representative</p>
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As a legal representative or carrier representative who appears before the Workers' Compensation Court, by submitting this form you are electing to receive 'Batch Docket Hearing Notices' and 'Individual Docket Hearing Notices' by email, in conjunction with the Court's 'Email Docket Hearing Notice' process.

In addition, the Court routinely transmits by email, 'Court Ad Hoc Notices' advising parties of events that may impact the Court's schedule, weather-related closures, duty judge/reporter detail, as well as other information which may be helpful to you.

First-time users of this process, must fill-out this form and submit it to the Court denoting their 'Notice Email Address'. **Please consider establishing a dedicated email address for Court notices that can be accessed by other staff in your office who need information regarding Court hearings.** Each attorney practicing before the Court must designate an email address, although attorneys in the same firm may choose to have notices sent to the same 'Notice Email Address'.

Please provide the following information by PRINTING the detail or using the adobe form fill-in process:

Email Address

Attorney Name

Telephone #

Bar#

Please return this by U.S. mail or depositing it at the Court at the Address denoted :

PLEASE NOTE: If you have already established a 'Notice Email Address' with the Court and need to update the e-mail address, you may use the electronic submission process to make this change of address by [clicking here](#).

Questions regarding this process may be directed to Valerie Rossiter at 405-522-8670.