

SAMPLE LETTER OF REPRESENTATION

Date

Workers Compensation Board of PEI
14 Weymouth Street
P.O. Box 757
Charlottetown, PE, C1A 7L7

Attention: *(Name of Entitlement Officer/Case Coordinator/Employer Service/OH&S)*

Re: *(Name of Worker)* **Case ID#:** *(Insert WCB Assigned # Here)*

This is to advise we have appointed Keith Mullins, Employer Advisor, to be our representative in matters dealing with Case ID# *(insert # here)*-*(insert worker name here)*.

We trust this authorization is to your satisfaction.

Yours truly,

(Insert name of person signing the letter)

cc: Office of the Employer Advisor