

**04 NCAC 24C .0203      CONTENTS OF APPEAL TO APPEALS SECTION**

A party's written appeal shall contain the following:

- (1) the date of the appeal;
- (2) the docket or issue identification number of the determination being appealed;
- (3) the claimant's identification number;
- (4) the names of the claimant and employer;
- (5) each reason for the appeal;
- (6) the name of the individual filing the appeal;
- (7) the official position, if any, of an individual filing the appeal on behalf of the party; and
- (8) a telephone number.

*History Note: Authority G.S. 96-4; 96-15;  
Eff. July 1, 2015;  
Amended Eff. July 1, 2018.*