

**WORKERS' COMPENSATION APPEALS BOARD  
SPECIAL NOTICE OF LAWSUIT**

WCAB No. \_\_\_\_\_

To: **DEFENDANT, ILLEGALLY UNINSURED EMPLOYER:**

**AVISO: A ad le estan demandando. Le carte puede expedir una decision que le afecte sin que se le escache a memos que ad actue pronto. Lea la siguiente informacion.**

DEFENDANT:	APPLICANT(S):
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**NOTICES**

1) A lawsuit, the attached Application for Adjudication of Claim, has been filed with the Workers Compensation Appeals Board against you as the named defendant by the above-named applicant(s).

You may seek the advice of an attorney in any matter connected with this lawsuit and such attorney should be consulted promptly so that your response may be filed and entered in a timely fashion.

If you do not know an attorney, you may call an attorney reference service or a legal aid office (see telephone directory).

You may also request assistance/information from an Information and Assistance Officer of the Division of Workers' Compensation (see telephone directory).

2) An Answer to the Application must be filed and served within six days of the service of the Application pursuant to Appeals Board rules; therefore, your written response must be filed with the Appeals Board promptly; a letter or phone call will not protect your interests.

3) You will be served with a Notice(s) of Hearing and must appear at all hearings or conferences. After such hearing, even absent your appearance, a decision may be made and an award of compensation benefits may issue against you. The award could result in the garnishment of your wages, taking of your money or property or other relief.

If the Appeals Board makes an award against you, your house or other dwelling or other property may be taken to satisfy that award in a non-judicial sale, with no exemptions from execution.

A lien may also be imposed upon your property without further hearing and before the issuance of an award.

4) You must notify the Appeals Board of the proper address for the service of official notices and papers and notify the Appeals Board of any changes in that address.

**TAKE ACTION NOW TO PROTECT YOUR INTERESTS!**

Issued by: **WORKERS' COMPENSATION APPEALS BOARD**

Name and Address of Appeals Board: **WORKERS' COMPENSATION APPEALS BOARD**

Address \_\_\_\_\_ City, State, ZIP Code \_\_\_\_\_

COMPLETED BY:

Name and Address of Applicant's Attorney, Representative (or Applicant if acting without Attorney/Representative):

Name \_\_\_\_\_ Address \_\_\_\_\_ City, State, ZIP Code \_\_\_\_\_ Telephone No. \_\_\_\_\_

**NOTICE TO THE PERSON SERVED: You are served**

1.  as an individual defendant.
2.  as the person sued under the fictitious name of (specify):
3.  on behalf of (specify):

- under:  CCP 416.10 (corporation)  CCP 416.60 (minor)
- CCP 416.20 (defunct corporation)  CCP 416.70 (conservatee)
- CCP 416.40 (association or partnership)  CCP 416.90 (individual)
- other:

4.  by personal delivery on (date):

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address):		TELEPHONE NO.:		FOR COURT USE ONLY	
ATTORNEY FOR (Name):		Ref. No. or File No.			
Insert name of court and name of judicial district and branch court, if any:					
SHORT TITLE OF CASE:					
<b>PROOF OF SERVICE</b> (Special Notice of Lawsuit)		DATE:	TIME:	DEPT./DIV:	CASE NUMBER:

1. At the time of service I was at least 18 years of age and not a party to this action, and I served copies of the (specify documents):

2. a. Party served (specify name of party as shown on the documents served):

b. Person served:  party in item 2a  other (specify name and title or relationship to the party named in item 2a):

c. Address:

3. I served the party named in item 2

a.  by personally delivering the copies (1) on (date): (2) at (time):

b.  by leaving the copies with or in the presence of (name and title or relationship to person indicated in item 2b):

(1)  (business) a person at least 18 years of age apparently in charge at the office or usual place of business of the person served. I informed him or her of the general nature of the papers.

(2)  (home) a competent member of the household (at least 18 years of age) at the dwelling house or usual place of abode of the person served. I informed him or her of the general nature of the papers.

(3) on (date): (4) at (time):

(5)  A declaration of diligence is attached. (Substituted service on natural person, minor, conservatee, or candidate.)

c.  by mailing the copies to the person served, addressed as shown in item 2c, by first-class mail, postage prepaid,

(1) on (date): (2) from (city):

(3)  with two copies of the Notice and Acknowledgment of Receipt and a postage-paid return envelope addressed to me. Attach completed form ^

(4)  to an address outside California with return receipt requested.

d.  by causing copies to be mailed. A declaration of mailing is attached.

e.  other (specify other manner of service and authorizing code section):

4. The "Notice to the Person Served" (on the Special Notice of Lawsuit) was completed as follows:

a.  as an individual defendant.

b.  as the person sued under the fictitious name of (specify):

c.  On behalf of (specify):

under:  CCP 416.10 (corporation)

CCP 416.20 (defunct corporation)

CCP 416.40 (association or partnership)

CCP 416.60 (minor)

CCP 416.70 (conservatee)

CCP 416.90 (individual)

other:

5. Person serving (name, address, and telephone No.):

a. Fee for service: \$

b.  Not a registered California process server.

c.  Exempt from registration under B&P § 22350(b).

d.  Registered California process server.

(1)  Employee or independent contractor.

(2) Registration No.:

(3) County:

6.  I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

7.  I am a California sheriff, marshal, or constable and I certify that the foregoing is true and correct.

Date:



(SIGNATURE)

## **Attachment to Proof of Service**

**The following additional documents were service:**

<b>Declaration of Reasonable Diligence for Service</b>	Case No. _____
<i>SHORT NAME OF CASE</i>	

I declare that I am an employee of Med-Legal, Inc.; I am employed at 1430 E. Holt Avenue in the city of Covina, County of Los Angeles, State of California; I am over the age of eighteen and not a party to the legal proceedings associated with the documents to be served and that the following attempts were made to personally serve the Special Notice of Lawsuit and attachments at the address listed. Service was completed by substitute service in accordance with Labor Code § 3716(d)(1) and Code of Civil Procedure §§ 415.20, 1013a, and 2015.5.

Servee: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

<i>DATE</i>	<i>TIME</i>	<i>DESCRIBE SCENE, CONVERSATIONS OR INFORMATION RECEIVED</i>

I further declare that I served the documents by leaving copies at the dwelling house, usual place of abode, or usual place of business of the person served in the presence of a competent member of the household or a person apparently in charge of the office or place of business, at least 18 years of age, who was informed of the general nature of the papers.

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Date: \_\_\_\_\_ (signature) \_\_\_\_\_

# DECLARATION OF MAILING

*State of California*

I am employed in the county of \_\_\_\_\_, state of California;

I am over the age of 18 years and not a party to the within action; my business address is:

I am readily familiar with the firm's business practice of processing correspondence for mailing. In the ordinary course of business, the correspondence would be deposited with the United States Postal Service on that same day with postage thereon fully prepaid at my business address above. I am aware that on motion of the party served, service is presumed invalid if postal cancellation date or postage meter date is more than one day after the date of deposit for mailing as listed

I served the foregoing documents described as:

on the interested parties in this action, by placing a true copy thereof in a sealed envelope with first-class postage thereon fully prepaid, in the United States Mail at my address stated above, addressed as follows:

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on: \_\_\_\_\_ at \_\_\_\_\_, California.

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