



# Instructions for Completing CM-972

## Block 4 - Services Rendered

Column (b) - Itemize the services rendered on behalf of the claimant, such as: attend conference, draft letter, prepare interrogatories, etc.

Column (c) - Enter the professional status of the person who performed the services on behalf of the claimant, such as: attorney, paralegal, law clerk, lay clerk, lay representative, clerical, or other status (specify).

Column (d) - Enter the customary billing rate per hour at the time of service for each person who performed services on behalf of the claimant.

## Block 5 - Miscellaneous Expenses

Column (b) - Itemize reasonable unreimbursed expenses incurred by the representative or by an employee of the representative in establishing the claimant's case, e.g. travel expenses, long distance phone calls, etc. Attach all available receipts or other documentation of expenses. Please add client's name, miner's name (if different), miner's Claim Number and representative's name to any attachments.

**Note:** List the type and amount of any expenses for which you were reimbursed in this case:

<u>Type of Expense</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____

## Block 9 - Escrow Account/Expense Advances

Indicate amount placed in an escrow account, and/or itemize amount paid by claimant to the representative for any expenses.

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### Privacy Act Notice

In accordance with the Privacy Act of 1974 (5 U.S.C.552a), as amended, you are hereby notified that: (1) the Black Lung Benefits Act (BLBA) (30 U.S.C. 901 at seq.), as amended, is administered by the Office of Workers' Compensation Programs (OWCP) of the U.S. Department of Labor, which receives and maintains personal information, relative to this application, on claimants and their immediate families; (2) information obtained by OWCP will be used to determine eligibility for benefits under the BLBA; (3) information may be given to coal mine operators potentially liable for payment of the claim or to the insurance carrier or entity which secured the operator's compensation liability; (4) information may be given to physicians or other medical service providers for use in providing treatment, making evaluations and for other purposes relating to the medical management of the claim; (5) information may be given to the Department of Labor's Office of Administrative Law Judges, or other person, board or organization, which is authorized or required to render decisions with respect to the claim or other matters arising in connection with the claim; (6) information may be given to Federal, state or local agencies for law enforcement purposes, to obtain information relevant to a decision under the BLBA, to determine whether benefits are being or have been paid properly, and where appropriate, to pursue administrative offset and/or debt collection actions required or permitted by law; (7) disclosure of the claimant's or deceased miner's Social Security Number (SSN) or tax identifying number (TIN) on this form is voluntary, and the SSN and/or TIN and other information maintained by the OWCP may be used for identification and for other purposes authorized by law; (8) failure to disclose all requested information **other than the SSN or TIN, may** delay the processing of this claim or the payment of benefits, or may result in an unfavorable decision or reduced level of benefits.

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### Public Burden Statement

We estimate that it will take an average of 42 minutes to complete this collection of information, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection of information, including suggestions for reducing this burden, send them to the U.S. Department of Labor, Room N-3464, 200 Constitution Avenue, N.W., Washington, D.C. 20210. **DO NOT SEND THE COMPLETED FORM TO THIS OFFICE.**

Note: Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number.