

# TheZenith®

**FILED**

JUN 14 2005

RE: Employee: *Catherine Satterlee*  
Employer:  
Date of Injury:

OFFICE OF  
WORKER'S COMPENSATION JUDGE  
HELENA, MONTANA

Gentlemen:

**The enclosed correspondence is being returned because:**

- We are unable to locate a policy providing coverage for this injury. Please check your records and provide a current policy number.
- Correspondence is illegible, please provide another copy.
- A complete Doctor's First Report of Injury is needed to process a claim.
- The policy is *expired or cancelled*.
- There is no coverage for the Date of Injury shown.
- The correspondence was sent to us in error.

**In order to identify a claim, please provide the information listed below:**

- Full name of the employee along with any AKA's. \_\_\_\_\_
- Employee Social Security Number \_\_\_\_\_
- Employer's name (including DBA) or policy Number \_\_\_\_\_
- Date of Injury \_\_\_\_\_
- Claim # \_\_\_\_\_

Thank you for your assistance. Please feel free to contact me with any questions.

ZENITH INSURANCE COMPANY

*DAMIAN BUTIERREZ*  
<YOUR NAME>  
Claims Department

DIRECT LINE: <Your Phone number>  
FAX: (818) 713-8296

Send Back

Miscellaneous Mail Information REQUEST FORM

FROM Work's Comp, Montana DATE \_\_\_\_\_

CLAIM # \_\_\_\_\_ POLICY # \_\_\_\_\_

Insured Name and Loc \_\_\_\_\_ DBA \_\_\_\_\_

SS# \_\_\_\_\_

Application of Adjudication received in office \_\_\_\_\_

DATE information was requested from Applicant ATT \_\_\_\_\_

Misc info ~~406/444 6530~~ 406/444 6530 1800 332 6102 (state fund)

2/m for Theresa

5/31/05 - These from W.C. Montana called. They don't have the employee on file.

EA's Name Sondria M. Casey DATE 5/27/05

Date completed \_\_\_\_\_

(NOTE: This request must be handled with in 48hrs and given back to EA supervisor otherwise; this request will be returned to the requestor and cause unnecessary delay. Information from Applicant's Attorneys will need to be sent via fax.

05/2005

Kimberly Bates

MAY 24 2005

SONDRIA CASEY  
*Sondria*  
MAY 27 2005