

PLEASE PLACE ON LAW FIRM'S LETTERHEAD

[Date]

Law Firm Administrator
Claims Resolution Management Corporation
3120 Fairview Park Drive, Suite 200
Falls Church, Virginia 22042

Dear Claims Resolution Management Corporation:

This letter is to inform you that _____ will be the User Administrator within our law firm for the Shook & Fletcher Asbestos Settlement Trust. As User Administrator, they will be responsible for set up and maintenance (including additions and deletions) of other Users within our firm, as shown in Figure 71 on page 65 of the CRMC e-Claims User Training Manual. The User Administrator is also required to notify CRMC if any e-Claims user leaves the firm or otherwise loses authority to use the e-claims system on the firm's behalf. In addition, I hereby request the following permissions be granted to the above-named UA:

- ___ **Inquire.** The ability to see claim status, review history and run reports for the law firm.
- ___ **Message board.** The ability to receive information and feedback for claim submissions.
- ___ **Demographics.** The ability to enter injured party and claim specific information.
- ___ **Edit.** The ability to edit demographic information.
- ___ **Response.** The ability to respond to offers and denials by electing to accept, recategorize, elect Individual Review, or request Arbitration.
- ___ **Delete/Withdraw.** The ability to delete or withdraw a claim.
- ___ **Payment.** The ability to view summary payment information, EFT information, or check information.

Sincerely,

Handwritten signature of partner

Partner's printed name