

<p align="center"><b>State of Alaska</b> Sarah Palin Governor</p>	<p align="center"><b>Alaska Workers' Compensation Division</b> PO Box 115512 Juneau, Alaska 99811-5512</p>		
<p><b>Department of Labor and Workforce Development</b></p>	<p align="center"><b>BULLETIN</b></p>	<p><b>Number</b> <b>09-08</b></p>	<p><b>Date</b> May 26, 2009</p>
<p align="center">Clark Bishop Commissioner</p>	<p><b>SUBJECT REFERENCE</b></p>	<p>Form Papers 8 AAC 45.025</p>	

The Division of Workers' Compensation has recently instituted a revised filing system in Anchorage and plans to incorporate the system state-wide later this year. To minimize the added burden the new system places on file clerks, effectively immediately all claims, petitions, memoranda, medical reports and other papers and documents presented for filing with the Division must be two-hole punched at the top center of each page as required under Rule 76(a)(7) of the Alaska Rules of Civil Procedure.

Beginning July 1, 2009, any documents presented for filing that are not two-hole punched will be rejected. This Bulletin does not apply to unrepresented parties.