# APG Silica Trust P.O. Box 1299 Greenville, Texas 75403-1299

www.apgsilicatrust.org

### **Law Firm Registration**

In an effort to improve both accuracy and efficiency, the Trust requires that each Law Firm submitting claims provide the information requested in the Law Firm Registration process.

#### **Validation Process**

After submission of the Law Firm Registration Form, the APG Silica Trust (the "Trust") will take such actions as it, in its sole discretion, deems appropriate to verify that the registering law firm has provided correct information, and is entitled to submit claims to the Trust on behalf of claimants.

Each Law Firm must choose a Law Firm Code that will be used to identify the Law Firm.

#### **Obtaining your Law Firm Code**

The Law Firm Code may be obtained by either completing this form or by providing the required information online through our website at www.agpsilicatrust.org. Should you have questions regarding this process, please contact Linda Harrell at 1-866-618-8814 x167. Completed forms should be mailed to Data Control, P.O. Box 1299, Greenville, TX 75403-1299.

It is suggested that a Law Firm Code be chosen so it can easily be remembered. Once your Law Firm Code has been obtained, it should be used when communicating claims' information to the Facility. This will enable us to properly link submitted claims to your Law Firm, which will in turn permit us to customize communications and reports, and process claims quickly, accurately, and efficiently.

After your registration is validated, you will receive an email confirming your registration. After your registration has been confirmed, you will be able to log on to the Trust's Website using the Login ID and Password provided during registration. Additional law firm locations and additional users may be established under the Admin tab on the Trust's Website.

## **Effect of Registration**

By registering and obtaining and using a Law Firm code to submit a Claim electronically, an attorney certifies and agrees that submission of an electronic Claim will be deemed submission of a Claim Form for all purposes and that to the best of such attorney's knowledge, based on policies and procedures adopted and implemented by such attorney or his or her firm concerning claim processing, the information submitted electronically is the same information submitted by the Claimant or Claimant Representative and certified by their execution of the Claim Form.

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# **Law Firm Registration Form**

Law Firm Code*			
(Codes must be at least 5 an numbers. The Law Firm Co			•
Law Firm Name*:			
EIN Number (IRS Form W-9 must			
Address*:			
City*:	State*:		
Optional – Shipping Address if	different from Law Firm	Address above	:
Attention:			
Address:			
City:	State:		
Optional – Payment Mailing Add	lress if different from La	w Firm Addres	s above:
Attention:			
Address:			
City:	State:		

Attorney Information:	
Login ID*:	Password*:
Attorney Name*:	MI Last
E-mail Address*:	
Phone Number*: ()	Fax Number: ()
Contact Information:	
Login ID*:	Password*:
Contact Name*:	VII Last
E-mail Address*:	
Phone Number*: ()	Fax Number: ()