



XXXXXXXXXX  
Governor

XXXXXXXXXXXXXXXXXXXX  
Secretary

XXXXXXXXXX  
Assistant Secretary

March 21, xxxx

Susan Doe  
888 North 10<sup>th</sup> Street  
Siler City, NC 27344

*RE: Susan Doe and Restaurants, Inc.  
Higher Authority Decision No. 17(UI)0295*

Dear Ms. Doe:

This is to acknowledge receipt of your correspondence in this office on March 20, 20XX. It appears that you are attempting to file an appeal from the above-referenced Higher Authority Decision, which was mailed to you on February 21, 20XX. Appeals of Higher Authority Decisions are filed in Superior Court, not with the Board of Review ("Board") or the Division of Employment Security ("Division"). As stated in N.C. Gen. Stat. § 96-15(h), appeals to Superior Court are filed with the appropriate Office of the Clerk of Superior Court with a copy properly served on the Division and any other party. Therefore, we are returning to you the correspondence submitted.

Although neither the Board nor the Division may impart legal advice, enclosed is a pamphlet entitled *Judicial Review: Appealing the Higher Authority Decision to Superior Court*. In addition, enclosed is a copy of N.C. Gen. Stat. § 96-15(h), which pertains to judicial review. It is hoped that this pamphlet and the copy of N.C. Gen. Stat. § 96-15(h) will provide sufficient information as to how judicial review of a Higher Authority Decision is obtained.

Sincerely,

John Q. Lawyer  
Attorney

Enclosures

cc: Restaurants, Inc. (letter only)

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