BTU is committed to reviewing and resolving a dispute of your claim in a fair and efficient manner. If you are disputing BTU’s liability decision, you may notify us within five (5) business days of receiving our Collection Notice Letter by completing this form and sending to the Engineering Department.

Please complete this form by printing legibly, attaching any new pertinent information to support your dispute, and send to **BTU Pole Attachments 205 E. 28th Street, Bryan, TX 77803.**

BTU may assign the dispute to an internal independent review panel, which will provide a *de novo* review of the claim file, including this Notice of Dispute Form, and any supporting documentation you may have submitted. BTU will notify you of the **final** determination of liability within thirty (30) calendar days of receipt of this Form.

BTU Claim File Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Company (Licensee): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please describe the reason (s) for your dispute and attach any new supporting documents, photographs, and/or diagram.*

*Dispute Reason(s):*