



DEPARTMENT OF VETERANS AFFAIRS
Board of Veterans' Appeals
Washington, DC

January 21 2024

Mickey Mouse
123 Main Street

CHATTANOOGA, TN 37406

Docket No.
File Number: SS XXX XX
XXXX
Mickey Mouse

Dear Mickey Mouse:

This notice relates to your appeal received March 18, 2020. You are scheduled for a **virtual tele-hearing** with a Veterans Law Judge (VLJ) of the Board of Veterans' Appeals. You will need to sign-in to the Board of Veterans' Appeals (BVA) Video Connect Conference 10 - 15 minutes prior to the start of your hearing.

What do I need to do before the hearing?

First, ensure that you have a strong WIFI connection. Then, at least 48 - 72 hours prior to your hearing, you will need to visit the VA Video Connect website to test whether your personally owned device, and signal/bandwidth are compatible with the BVA Video Connect Conference at https://vc.va.gov/webapp2/conference/test_call?name=Veteran&join=1. You may also scan the following QR Code with your phone or tablet to connect to the website:



You are encouraged to conduct your hearing under the same conditions in which you successfully completed the test above. If you are unable to connect to your virtual tele-hearing, or require technical assistance regarding VA Video Connect, please contact the National Telehealth Technology Help Desk at 866-651-3180 or 703-234-4483 Monday through Saturday, 7am through 11pm Eastern Standard Time.

What should I expect on the day of the hearing?

Please sign in to the BVA Video Connect Conference 10-15 minutes prior to the start time of your hearing. You should expect your hearing to last approximately 30 minutes. Your virtual tele-hearing is scheduled for:

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**BOARD 2.0
VA VIDEO CONNECT
VIRTUAL HEARING CONFERENCE
March 25, 2024 @ 12:00 pm (CST)**

What if I need to reschedule my hearing?

At least two (2) weeks before your scheduled hearing, you must send a written request to reschedule your hearing explaining why you have “good cause” for the rescheduling request. If your hearing is less than 15 days away, or you missed your hearing and would like to reschedule, you must file a written motion to request a new hearing within 15 days of the originally scheduled hearing date, explaining why you missed the hearing and/or why a timely request for a new hearing could not be submitted.

A VLJ will review your request and decide if the hearing may be rescheduled. You will get a decision about rescheduling your hearing in the mail. Examples of good cause include, but are not limited to, illness of the appellant and/or representative, difficulty in obtaining necessary records, and/or unavailability of a necessary witness.

What if I need to withdraw (cancel) my hearing?

If you no longer want a hearing, please send a written request to withdraw or cancel your hearing by fax to (844) 678-8979, or by mail to Board of Veterans’ Appeals, P.O. Box 27063, Washington, DC 20038.

May I submit new evidence?

If your appeal is an **Appeals Modernization Act (AMA)** appeal, you may only submit evidence at the hearing or within a 90-day window immediately following the scheduled hearing. If you withdraw your request for a hearing, you may submit evidence within 90 days following receipt of the withdrawal. If you miss your hearing and do not request to reschedule, you may still submit additional evidence up to 90 days after the date your hearing was scheduled.

If your appeal is a **Legacy (Pre-AMA)** appeal, you may submit evidence at the hearing or up until the date a decision is rendered by the Board.

For questions about your appeal, you should contact your representative, if you have one. To obtain the status of your appeal, you may visit www.va.gov/claim-or-appeal-status/ or call 1-800-827-1000.

Very Respectfully,



Christopher A. Santoro
Senior Deputy Vice Chairman