

National Labor Relations Board Annual Notice for Receipt of Charges and Petitions

If your request for annual receipt is for charges or petitions that will only be filed in one Region, please submit this form directly to the Regional Director of that Region. Addresses for all Regions can be found at www.nlr.gov/about-nlr/who-we-are/regional-offices. For charges or petitions that may be filed in more than one Region, you may make a national request by submitting this form to the Division of Operations Management at operations.com@nlrb.gov. Please mark the appropriate box below.

To: Regional Director, Region _____

Division of Operations-Management

The undersigned hereby requests receipt of all charges and petitions for all matters in which the entity named below is a party and which come before the regional office during the fiscal year, which begins October 1.

This Form NLRB-4702 is *not* a notice of appearance. If the representative named below or any other individual wishes to represent a party in a specific case, Form NLRB-4701, or its equivalent, must be filed with the Regional Director of the Region in which the case is pending.

Name of Party:
For Fiscal Year (2017, 2018, etc.):

REPRESENTATIVE INFORMATION

Name of Representative:	
Mailing Address:	
E-Mail Address:	
Office Telephone Number:	
Cell Phone Number:	
Fax Number:	
Signature:	Date:

PRIVACY ACT STATEMENT

Solicitation of the information on this form is authorized by the National Labor Relations Act (NLRA), 29 U.S.C. § 151 *et seq*; and 29 CFR 102.5(c). The principal use of the information is to assist the National Labor Relations Board (NLRB) in processing representation and/or unfair labor practice proceedings and related proceedings or litigation. The routine uses for the information are fully set forth in the Federal Register at [89 FR 24869 \(April 9, 2024\)](#). The NLRB will further explain these uses upon request. Disclosure of this information to the NLRB is voluntary. However, failure to supply the information may cause the NLRB to refuse to release to you charges/petitions regarding this case, although such information is otherwise publicly available via the NLRB public website.