



## HOW TO REMOVE ATTORNEY OF RECORD?

1. Click on the **ARB** tile from the main dashboard.

### Dashboard

Help ⓘ

- ARB**: eFile & eServe with the Administrative Review Board (ARB)
- BRB**: eFile & eServe with the Benefits Review Board (BRB)
- ECAB**: eFile & eServe with the Employees' Compensation Appeals Board (ECAB)
- BALCA**: eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)
- My Account**: User profile management

2. Click on an Appeal from **Accessed Cases** table with User Type **"AoR"**.

### ARB Dashboard

File a New Appeal - ARB    Access Appeals    Help ⓘ

#### Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records    View More ⓘ

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
<a href="#">ARB-2011-0031</a>	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
<a href="#">ARB-2020-0014</a>	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
<a href="#">ARB-2020-0013</a>	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
<a href="#">ARB-2011-0076</a>	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

\* All times displayed in US Eastern Timezone



- The appeal details page will be displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons.

### Appeal Details

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#### Summary

eFile Case Number	<b>EFS-ARB-1103-050112</b>
Docket Number	<b>ARB-2011-0031</b>
Board	<b>ARB</b>
Case Type	<b>SOX</b>
Claimant Name	<b>Marc M. Twyman</b>
Appeal Date	<b>03/01/2011</b>
Decision Date	<b>12/31/1969</b>
proSe	<b>TRUE</b>

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

- Click on the **Remove Attorney of Record** button.

### Appeal Details

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#### Summary

eFile Case Number	<b>EFS-ARB-1103-050112</b>
Docket Number	<b>ARB-2011-0031</b>
Board	<b>ARB</b>
Case Type	<b>SOX</b>
Claimant Name	<b>Marc M. Twyman</b>
Appeal Date	<b>03/01/2011</b>
Decision Date	<b>12/31/1969</b>
proSe	<b>TRUE</b>

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



- The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons along with a confirmation message.

## Appeal Details

You have been removed as Attorney of Record from this appeal.

## Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Remove From My Dashboard](#)

[Make Attorney of Record](#)

- Click on the **ARB Dashboard** breadcrumb to go to the appeal dashboard.

[Home](#) [Dashboard](#) [ARB Dashboard](#) [Appeal Details](#)

## Appeal Details

- The accessed appeal will be shown in your **Accessed Appeals** table with User Type **Observer**.

## ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

## Accessed Appeals

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