

Instructions: *The following template is provided to assist contractors in requesting the removal of regulatory agency Citation information indicated in the contractors RAVS verification page within ISNetworld. Please copy the content below onto your company's official letterhead, complete the information, and include a signature of authorization. Please fax or email to the following:*

To: ISNetworld
Toll Free: (800) 976-1303
Main Tel: (214) 303-4900
Main Fax: (214) 303-4901
Email: customerservice@isnetworld.com

[DATE]

Subject: Citation Removal Request

To the ISNetworld Customer Service Team:

This letter is to inform you that the citation(s) indicated in [Enter YOUR COMPANY NAME]'s ISNetworld account within the Statistical Verification results page do not pertain to our company or companies affiliated with our company at present or in the past. The following listed citation case(s) were not received by and associated with [Enter YOUR COMPANY NAME]. We request that they be removed from our ISNetworld account:

No.	Citation Ref./Case No.	Agency	Facility/Establishment
1.			
2.			
3.			

Sincerely,

[Authorized ISNetworld Primary Contact Signature]
[Print Name & Title of ISNetworld Primary Contact]
[Company Name]

[Signature of Authorization]
[Print Name & Title of Authorized Signee]
[Company Name]