

APPEAL TO REVIEWING BOARD

FILING INSTRUCTIONS

1. **WHEN TO FILE:** File Form 112 the Department of Industrial Accidents within thirty (30) days from the date of a hearing decision by an Administrative Judge along with the requisite filing fee. This form is not to be used to appeal a conference order issued by an Administrative Judge. Please Use Form 121 for that purpose.

2. **WHERE TO FILE:**

**Reviewing Board Appeals
Department of Industrial Accidents
1 Congress St., Suite 100
Boston, MA 02114-2017**

3. **FILING FEES:** There is no filing fee for injuries occurring prior to November 1, 1986. For injuries after November 1, 1986, this form must be accompanied by a fee of thirty (30) percent of the average weekly wage in the Commonwealth at the time of the appeal, unless the fee is waived by the Reviewing Board due to indigence. Please make checks payable to “Massachusetts Industrial Accidents Special Fund” and forward to the above address. If you are unable to pay the filing fee and wish to have it waived, you must submit an Affidavit in Support of Waiver of Filing Fee. This affidavit must be submitted before the case can be docketed.

4. A copy of the Administrative Judge’s decision must be attached to this appeal.