



**Workers'  
Compensation  
Board**

*Customer Service*

*Alberta*

February 23, 2006

9912-107 Street  
PO Box 2415  
Edmonton, Alberta T5J 2S5

Phone: (780) 498-3999  
Fax: (780) 498-7999  
WCB website: [www.wcb.ab.ca](http://www.wcb.ab.ca)  
Toll Free: 1-866-922-9221

Dear Employer:

RE: JENNIFER LENA BUCHANAN  
JB MUSIC THERAPY  
PO BOX 20175  
RPO BOW VALLEY  
CALGARY AB T2P 4L2

Misc File Number: 325279/5

JENNIFER LENA BUCHANAN operates in an industry that is not required to have workers' compensation insurance. Optional coverage is available, however, they have not purchased this coverage.

Workers' compensation insurance is a disability insurance system that compensates workers for work-related injuries. It would also protect you, as a principal, from being sued as a result of workplace injuries. If the above named employs workers, you are not protected from lawsuit for workplace injuries to these workers.

Directors of incorporated companies are not covered under workers' compensation insurance unless they have personal coverage. Personal coverage is optional coverage that provides compensation benefits for work-related accidents. There is no personal coverage for these directors. As a result, you are not protected from lawsuit due to injury to the directors.

You do not need to include the work performed on this contract in your insurable earnings report to the WCB, nor do you need to maintain any holdbacks for WCB purposes. Unless an account is established at a later date, clearances are not required on this subcontractor.

If you have any questions, please call us at (780) 498-3999.

Yours truly,

Michael Corrigan  
Customer Contact Representative II

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***Please help us serve you better by stating your account number on all correspondence***