

CONGOLEUM PLAN TRUST

TRUSTEE:

Hon. Mary Anne Mason (Ret.)

**NOTICE OF CLAIM FILING FEE AND
CLAIM FILING FEE PROCEDURES**

December 28, 2023

PLEASE TAKE NOTICE that, pursuant to TDP Section 7.4, effective January 1, 2024, the Congoleum Plan Trust (the “Trust”), with the consent of the TAC and the Futures Representative, has adopted a claim filing fee of \$50.00 applicable to all claims submitted to the Trust on or after January 1, 2024. In connection therewith, the Trust has adopted the following Claim Filing Fee Procedures.

CLAIM FILING FEE PROCEDURES

1. Effective January 1, 2024, the Trust requires all claimants to pay a claim filing fee of \$50.00 for each claim submitted to the Trust. See TDP Section 7.4. If the claim filing fee is not received within 60 days of the Trust’s receipt of the claim, the claim will not be classified as a filed claim and the statute of limitations will not have been tolled. The Trust will not process a claim and no claim will be placed in the FIFO Processing Queue¹ unless and until the claim filing fee has been paid. In addition, no claim submitted to the Trust on or after January 1, 2024, may be deferred unless and until the claim filing fee has been paid.

¹ Capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the First Amended Congoleum Plan Trust Distribution Procedures (effective July 7, 2011) (as amended, the “TDP”).

**Principal Office:
1100 N. Market Street, 4th Floor
Wilmington, DE 19890**

**Administrative Office:
c/o Stutzman, Bromberg, Esserman & Plifka, A Professional Corporation
2323 Bryan Street, Suite 2200, Dallas, TX 75201**

2. The claim filing fee must be paid by check made payable to the “Congoleum Plan Trust” mailed to the Trust care of Verus Claims Services LLC (“Verus”) at 3967 Princeton Pike, Princeton, New Jersey 08540.

3. A claimant’s law firm may maintain deposits with Verus to be applied to the payments of filing fees. Upon receipt of a filing fee deposit, the balance will be made available in Verus’ electronic claims filing system for the law firm to then apply to individual claims. A registered user of the law firm must log in to the application and apply funds from the law firm’s available balance to each claim. Users can apply filing fee balances to claims until the available balance of funds declines to less than \$50.00.

4. Upon receipt of a claim without the claim filing fee, Verus will designate the claim as “incomplete” and therefore not eligible to be placed in the FIFO Processing Queue, TDP Section 6.1(a)(2). The claim will remain in an incomplete status, and will not be processed, pending receipt of the claim filing fee.

5. When the claim filing fee is received, the processing hold on the claim is released. The claim will then be placed in the FIFO Processing Queue when it is otherwise deemed “sufficiently complete to be reviewed.”² See TDP, Sec. 6.1(a)(2).

6. If the claim is determined to be compensable, the claim filing fee will be refunded in full at the time of payment of the claim.

7. Any questions regarding the claim filing fee should be directed to Verus’ Support department via email at Support@verusllc.com, or by calling Verus at (609) 466-0427.

² A claim is deemed “sufficiently complete to be reviewed” when the required information and supporting documentation described in the Instructions for Filing Asbestos Personal Injury Claims has been submitted.

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