

[Good cause letter if your request for reconsideration or request for hearing is mailed late]

Your name
Address
City, ST Zip

Social Security Administration

RE: Claimant: [Your name]
Social Security Number: ###-##-####

Dear Sir or Madame:

Please find enclosed [my request for reconsideration – Form SSA-541 Request for Reconsideration and Form SSA-3341-F6 Reconsideration Disability Report] [my request for a hearing – Form HA-501-U5 and HA-4486 Claimant’s Statement when hearing is requested].

It appears that these documents are being submitted beyond the 60 day deadline for administrative appeals set forth by Social Security.

Please allow this letter to serve as my request for a Good Cause waiver for missing this 60 day deadline. It is my understanding that Federal Law – 20USC Section 404.911 and 404.933 provide that Social Security may accept my late filed appeal upon a showing of good cause.

In this case, I was unable to prepare and submit my appeal because:

[Here are some examples – you should customize as appropriate]

(1) I was seriously ill and was prevented from contacting Social Security in person, in writing, or through a friend, relative, or other person.

(2) There was a death [or serious illness] in my immediate family. [give details]

(3) Important records were destroyed or damaged by fire or other accidental cause.

(4) I was trying very hard to find necessary information to support my claim but did not find the information within the stated time periods.

(5) I asked Social Security for additional information explaining its action within the time limit, and within 60 days of receiving the explanation I requested reconsideration or a hearing

(6) Social Security gave me incorrect or incomplete information about when and how to request administrative review.

(7) I did not receive notice of the determination or decision.

(8) I sent the request to another Government agency in good faith within the time limit and the request did not reach Social Security until after the time period had expired.

Because of the above unexpected circumstances, my appeal was filed late. I respectfully request that your office determine that "good cause" exists and that you accept the filing of my appeal.

Thank you for your attention to this matter and consideration of this request.

Very truly yours,