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MEMORANDUM

To: All Counsel in the NYCAL
From: Laraine Pacheco, Special Master
Date: 12/30/08
Re: Billing for the 2008-2009 asbestos year

As always, invoices will be sent on February 1 and will be **due and payable IN FULL by March 31, 2009**. Because of possible administrative changes in the court system, Judge Heitler will be renewing my appointment semi-annually, rather than annually. The latest appointment order has been posted.

What will be different this time is that I will be billing you TWICE for the 2009 asbestos year. The first part of the bill will be due on March 31. The second bill be issued on or about July 1 and will be due August 31. Alert your carriers and clients now. Ken's fees will not change.

I understand that the process of semi-annual billing complicates things for me, for you and for your clients and carriers.

Regrettably, I still have a rather long list of defendants whose fees have not been paid and whose counsel has not responded to emails or phone calls about the status of the invoices. I find this behavior rather troubling. I do not want to seek the Court's help in obtaining payment of fees nor do I want publish a list on the website of those who have not paid. I would prefer to rely on the professionalism of all of you.

Accordingly, if you have an outstanding invoice, remit payment at once. If you have been unable to obtain payment from your carrier, at this point you should write a firm check and seek reimbursement. I have no relationship with any carrier and no way to obtain payment other than through counsel.

If you are unsure if you have any invoices outstanding, send me an email.

If I send you an email or leave a voice mail, please be courteous and respond.

Hope you all have a wonderful new year