

To: Texas Workers' Compensation System Participants

From: Kara Mace, Deputy Commissioner, Legal Services

Date: June 24, 2022

RE: DWC Forms Updated for Letterhead and Mailing Address

On June 8, 2021, the Texas Department of Insurance, Division of Workers' Compensation (DWC) issued [a plan](#) to update DWC notices and forms with a new letterhead and mailing address.

The plan included updates to the English and Spanish versions of some forms with DWC's new letterhead and return address only (Group Two Forms). There are no updates to the form revision date in the lower left corner or to barcode information.

The forms listed below are ready for immediate use. We will post updated forms to use immediately with no comment period.

- DWC Form-031, *Application for Division Approval of Change in the Payment Period and/or Purchase of an Annuity for Death Benefits*
- DWC Form-035, *Application for division approval of the purchase of an annuity for lifetime income benefits*

For questions or other information, contact Jeff Nelson, director of External Relations, at 512-804-4405 or [jeff.nelson@tdi.texas.gov](mailto:jeff.nelson@tdi.texas.gov).