

REGISTRATION CHECKLIST: UNREPRESENTED CLAIMANT

NOTICE: The deadline for submitting a Registration Affidavit and claimants in a Claimant Spreadsheet to register for the Settlement Program passed on January 15, 2008, but you may still send in Registration Materials and should do so as soon as possible.

	STEP	DONE?
1.	<p>Obtain the Pro Se Registration Affidavit: Download the Pro Se Registration Affidavit from www.browngreer.com/vioxxsettlement and save it on your computer. If you cannot download this form, email the Claims Administrator at claimsadmin@browngreer.com and request one to be emailed to you. If you do not have access to email, then call the Claims Administrator at (866) 866-1729 or write the Claims Administrator at P.O. Box 85031, Richmond, Virginia 23285-5031 and ask for the Pro Se Affidavit.</p>	
2.	<p>Complete the Pro Se Registration Affidavit: You may print the Pro Se Registration Affidavit and type in the required information, type it on a hard copy you obtained from the Claims Administrator, or fill it out by hand if you print cleanly. Alternatively, if you downloaded this to your computer, it is a live, fillable Word document and you can type the required information into that document. Answer all the questions in the form.</p>	
3.	<p>Sign and Date the Pro Se Registration Affidavit: Sign the Registration Affidavit in the space provided for your signature and fill in the date on which you signed.</p>	
4.	<p>No Filing With a Court. You do not have to file your Registration Affidavit with any court. The courts in the Coordinated Proceedings have entered amended Orders removing any filing requirement.</p>	
5.	<p>If You Have Access to Email, Prepare an Email to Serve Your Pro Se Registration Affidavit: Prepare an email, using as the subject line in your email "Registration Affidavit for [your name]" and attaching an Adobe pdf of your signed Pro Se Registration Affidavit.</p>	
6.	<p>If You Have Access to Email, Serve Your Pro Se Registration Affidavit No Later than January 15, 2008 (this deadline has now passed, but you may still send in Registration Materials and should do so as soon as possible): Send the email you prepared in Step 5 to the Claims Administrator at claimsadmin@browngreer.com. You do not have to serve it on Merck or the PEC. The Claims Administrator will do that for you.</p>	
7.	<p>If You Do Not Have Access to Email, Mail Your Pro Se Registration Affidavit No Later than January 8, 2008 (this deadline has now passed, but you may still send in Registration Materials and should do so as soon as possible): If you do not have a way to email your Pro Se Registration Affidavit as required in Step 6, then mail your Pro Se Registration Affidavit to:</p> <p style="text-align: center;"> Claims Administrator P.O. Box 85031 Richmond, Virginia 23285-5031 </p>	