

VETERAN CLAIMS GUIDE · REPRESENTATION CHECKLIST

Questions Before Signing With A VA Representative

Use these questions for a discussion with a prospective representative. Keep the answers and copies of any agreement in personal records. This checklist does not select or appoint anyone.

- 01 What is the full name of the accredited individual, and how is the current listing verified in VA OGC's search?

- 02 Which recognized organization, if any, does the individual represent?

- 03 What services and issues does the proposed appointment cover?

- 04 Which appointment form is appropriate, and how can a copy be retained?

- 05 Is this assistance free? If a fee is proposed, what law permits it at this stage and what exact agreement sets it out?

- 06 What expenses or separate services could be charged, and who receives the payment?

- 07 How will decisions, deadlines and requests for evidence be communicated?

- 08 Who keeps copies of the appointment, agreement and submitted records?

- 09 How can the appointment be changed or revoked, and what existing fee obligations might remain?

- 10 How can accreditation, fee or conduct concerns be raised with the appropriate VA office?

Verify Before Sharing Records. Use VA's official accreditation search and contact the organization through a verified channel. Do not provide a VA.gov password or multifactor authentication code to someone claiming they need account credentials to assist. [VA Account-Security Guidance](#).

Official Sources

[VA OGC Accreditation Search](#)

[VA Accredited Representative FAQs](#)

[38 CFR 14.631: Appointments](#)

[38 CFR 14.636: Fees](#)

[VA Account-Security Guidance](#)

VeteranClaimsGuide.com/get-help/questions-before-signing/

Veteran Claims Guide is not VA, a law firm, or an accredited representative. This independent educational checklist is not legal advice, a referral, or an appointment form.