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Mr./Ms.: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please be aware that a visit was made to your home today \_\_\_/\_\_\_/\_200\_.

This visit is in concern of your non-compliance with the Orange County Employment & Training Administration. Please contact our office ASAP. 845-\_\_\_\_-\_\_\_\_\_ regarding this matter. Your case manager's name is Mr./Ms. \_\_\_\_\_. Failure to contact our office may lead to additional visits to your home and/or changes to your services received.

Thank You,

*"Helping People. Changing Lives"*

HEADSTART ~ HOUSING & HOMEOWNERSHIP ~ REMEDIAL EDUCATION ~ SUBSTANCE ABUSE TREATMENT  
NUTRITION ~ EMPLOYMENT & TRAINING ~ HOME ENERGY CONSERVATION

Visit our Website: <http://www.recap.org>  
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