

AGENCY LETTER NEEDED FOR STAFF AND PARENTS TO VOTE

(Agency Letterhead)

Date

To The Component President:

This letter is to confirm that (Name of Person) is the authorized **VOTING DELEGATE** from (Name of Program) and will represent (Name of Program) in the (Name of Component) Component. We certify that our program is a member in good standing and have paid or are in the process of paying our 2018 annual membership dues.

Sincerely,

Directors Signature - for parent and staff representative