

(Date)

Buffy Hughes, Director
Oklahoma Main Street Center
Oklahoma Department of Commerce
900 N. Stiles Ave.
Oklahoma City, OK 73104

Two representatives from _____(town) attended the Oklahoma Main Street Program Application Workshop on September 13, 2017, in Tulsa at the OML Conference. Having met this first criterion for application, please accept this letter as evidence that the community of _____intends to apply to be a designated Oklahoma Main Street town.

We understand that this in no way binds us to submitting an application. However, a group of citizens is currently working toward completion of the requirements for the _____ (Small Towns/Mid-Sized, Urban) application.

If, for any reason, we are unable to complete the application, we will notify you to explain the situation. We understand the application is due in your office no later than 5:00 p.m., January 5, 2018.

Until then, if we have any questions, we will call on you or your staff.

Sincerely,

Contact Person
Title