

**(Date)**

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

**A representative from \_\_\_\_\_ (town) attended the Oklahoma Main Street Program Application Workshop on September XX, 2021. Having met this first criterion for application, please accept this letter as evidence that the community of \_\_\_\_\_ intends to apply to be a associate/designated Oklahoma Main Street program.**

**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 7, 2022.**

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

**Sincerely,**

**Contact Person  
Title**