

**“Call-In Letter #1” for
Mandatory TA Recipients**

JULY 1, 2010
JOANN SMITH
100 MAIN STREET
SIKESTON MO 63801

Dear JOANN SMITH:

DCN: 0012345678

The Family Support Division has provided your name to us, identifying you as an individual who is required to participate in a work activity while you receive Temporary Assistance benefits. Our agency is responsible for helping you find an appropriate work activity that will meet the Family Support Division's requirements by enrolling you in the Missouri Work Assistance program for Temporary Assistance recipients.

MERS/GOODWILL SE MISSOURI needs to meet with you immediately to discuss your employment needs and how we can help you meet your work requirements. We have scheduled a meeting with you on 07/09/10 at 8:00 am. The meeting will be held at SIKESTON CAREER CENTER, 202 S. KINGSHIGHWAY, SIKESTON MO. This meeting will last approximately 1 hour(s). Please make arrangements for someone to care for your child(ren) during this time. If you are not able to meet at this time, please call JOE BLACK at (573)472-5250 and ask to reschedule this meeting.

It is very important that you let us know if you are currently working or attending school. If you are, you will be asked to provide specific information about your job or your schooling. This is information that we will use to determine if you are already meeting your work requirement.

We look forward to working with you to meet your employment goals.

Sincerely,

JOE BLACK

Call-in Letter #1
Temporary Assistance Recipients
Mandatory Participants