

STATE OF OKLAHOMA
OFFICE OF JUVENILE AFFAIRS

Date _____

Little Dixie Community Action Agency, Inc.
Attn: Butch Needham
209 N. 4th Street
Hugo, OK 74743

Dear Mr. Needham:

This letter is to request authorization of a subsidized job placement. Enclosed are:

- _____ Subsidized Job Placement Contract (Required)
- _____ Copy of application for social security number if youth does not have one
- _____ W-4 Form (Required)
- _____ I-9 Form (Required)

One of the following documenting the plan of restitution (Required)

- _____ Court Order, or
- _____ Deferred Prosecution Agreement

If you have any questions, please contact me at:

Name _____

Address _____

City, State, Zip _____

County _____

Telephone Number _____

E-mail Address _____

JOLTS # of Applicant _____