

(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 19, 2019, in Oklahoma City 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 10, 2020.

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

Sincerely,

Contact Person  
Title