(Date)
Buffy Skee, 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, 20XX. Having met this first criterion for application, please accept this letter as evidence that the community or District of _____intends to apply for the Network level in the Oklahoma Main Street program.

☐ Community or District intends to work towards Select and Designated program levels

☐ Community or District plans to only participate in the Network program level

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 9, 2026.

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

Sincerely,

Contact Person
Title