

April 6, 2009

Hello Valued Employer,

Thank you for your interest in the **Youth Employment Program** at Workforce Boulder County. Since you are here, we assume you want to get started, but if you would like, take a look at our **Brochure** for some added information. We also have included our **Poster** and **Information Flyer** if you would like to hang either of those in your shop, we would greatly appreciate it.

The first thing we need for you to do is complete the **Sponsor Agreement** and **Sponsor Assurances** forms. Please be as specific as possible in the “job description” section, so we can give you the best possible candidate. This paperwork only needs to be completed once, even if you choose to have more than one intern.

If you are planning on having an intern for the summer, this paperwork needs to be completed, and received by us, before **April 30, 2009**. If you are accessing this letter after this date, please contact us for further information.

We look forward to hearing from you and thank you again for your interest in **Y.E.P. !**, and the ambition to help a young adult eager to learn your skills and trade.

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