

SAMPLE—ACCEPTED DELEGATE

May 1, 2002

**Paula (last name)
11111 Cliffcrest Drive
Sacramento CA 95828**

Dear Paula:

CONGRATULATIONS! You have been selected to attend the California Governor's Committee's 2002 **YOUTH LEADERSHIP FORUM FOR STUDENTS WITH DISABILITIES**, which will be held July 28 – August 1, 2002 at California State University, Sacramento.

We ask that you and your parent/guardian sign and return the attached "ACKNOWLEDGMENT OF PARTICIPATION" Form by June 14, 2002.

Until we receive this form from you, your space at the forum will not be reserved.

After we receive your *Acknowledgment of Participation Form*, we will mail to you detailed information on how to make your travel arrangements and how to prepare for the forum, including an overview description of the forum schedule. Also, you will receive a third mailing immediately before the forum that will contain your forum t-shirts. All costs for your transportation, food, lodging, and any special needs related to your disability, including interpreters and/or attendant care, will be covered by us. To assist you in planning ahead, please note that you will be required to travel to Sacramento on Sunday, July 28, with check-in for the forum beginning at 2:00 p.m.

Because space is very limited in this invitation-only forum, if at any time prior to the forum you discover that you cannot attend, please contact us immediately at 1-(800)-695-0350 so we may offer another student the opportunity to participate.

Once again, congratulations! We really look forward to seeing you this summer.

Sincerely,

CATHERINE KELLY BAIRD
Executive Director
Governor's Committee for
Employment of Disabled Persons

PAUL K. MILLER, Ph.D.
Chair
Youth Leadership Forum

Enclosures