

APPLICANT FOR 4-H VOLUNTEER POSITION– **APPLICATION DENIED**

Sample 3

«Date»

«First_Name» «Last_Name»

«Address»

«City» «State» «Zip»

Dear «First_Name»,

After careful consideration of your application, the _____ County Extension educators in cooperation with the Volunteer Advisory Committee do not find your qualifications compatible with our needs and services in the position of 4-H volunteer in the Oklahoma 4-H program. For this reason your application has been denied.

Thank you for your interest.

Sincerely,

<name>

Extension Educator

4-H Youth Development Programs