

February 3, 2006

NEMO WIB ISSUANCE 04-01, Change 1

TO: All Program Operators

FROM: Sharon Hays, Executive Director

SUBJECT: Required information on all Marketing Materials for the Northeast Region

PURPOSE: To provide subcontractors with information that is required on all written marketing materials which reference programs and/or services that are paid for by any funds sub-contracted through the NEMO Workforce Investment Board.

SUBSTANCE: All printed materials that reference services and/or programs subcontracted through the NEMO Workforce Investment Board shall include the following information:

Sponsored by:

Northeast Missouri Workforce Investment Board Inc.

111 E. Monroe

Paris MO 65275

(660) 327-5125

TDD 1-800-735-2466 (Voice) or 1-800-735-2955 (Auxiliary)

<http://www.nemowib.org>

The NEMO Workforce Investment Board is an equal opportunity employer with equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities.

This information **must** appear on all printed marketing materials that have been produced with any funds provided through the NEMO Workforce Investment Board.

ACTION: This issuance supersedes Issuance #04-01. Program operators shall use this information on all marketing materials effective immediately.

CONTACT: If you have any questions regarding this issuance, please contact me or Casie Baumann at (660) 327-5125.

Sharon Hays, Executive Director