



Dear Individual who received Supported Employment (insert name)

Greetings from OSECE (insert agency name),

We hope that you have been able to continue to meet your vocational goals. Please accept this letter as a friendly reminder that we are available to provide follow along supports if you need any help, and the local Vocational Rehabilitation office may be able to provide additional employment services.

Please feel free to contact us if you need employment assistance or help with your current job.

OSECE 541-621-8875 (insert your number)

Vocational Rehabilitation 541-111-111 (insert local VR number)

Sincerely,

Crystal McMahon  
Employment Manager

**Oregon Supported Employment Center for Excellence**

Phone 541.476.2373

1215 SW G St.

Grants Pass, OR 97526

[www.OSECE.org](http://www.OSECE.org)