

## Assurance of Nondiscrimination Sample Letter

(To be Printed on County Extension Letterhead)

Re: Confirmation of Nondiscrimination

Dear (President, Chairperson, or other organization leader):

The University of California Cooperative Extension does not discriminate in its programs. Further, we are prohibited by law from providing services to or be in cooperation with any group which does unlawfully discriminate. We are required by the USDA to maintain documentation of nondiscrimination by all groups with which we work.

At this time we are updating our nondiscrimination files. Please indicate the date, name of your organization, and your own name and position within the organization in the spaces below, indicating that your organization does not practice discrimination, and return the form to our office by *[insert date two weeks from mailing]*.

I, \_\_\_\_\_, \_\_\_\_\_  
Name of person Position within the organization

of \_\_\_\_\_, affirm that this organization does not  
Name of Organization

discriminate in its policies or practices.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date