

Address Confidentiality Program

safe at home

Jason Kander • Secretary Of State

Application Assistant Update

Fall 2014

Watch Your Email for Renewal Notices

As of September 1, 2014, *Safe at Home* will begin sending Application Assistant registration renewal notices by email only. Registration as an Application Assistant is valid for two years and may be renewed by completing an online renewal test. You will receive an email reminder about six weeks before your registration expires. The email will contain a link and instructions for the online renewal test. If you would like to be contacted at a different email address for any *Safe at Home* correspondence, please contact us as soon as possible so the correction can be made in our system.



Translation Service Available for Application Assistants

As an Application Assistant, you might need to discuss the *Safe at Home* program with potential or current participants who do not speak English as their primary language. If you think a translator would help more effectively explain information about the program, contact *Safe at Home* for assistance. We're happy to arrange a conference call with a translator to help meet the needs of the potential or current participant.

Important Reminder

If you wish to continue serving as an Application Assistant but leave your present position, please contact *Safe at Home* as you may be able to transfer your registration to your new place of work.

Continued Thanks!

Thank you for your willingness to serve as an Application Assistant. Your service is an essential aspect of providing assistance to *Safe at Home* participants. Please stay in touch and let us know if you have questions, want to request additional application packets or need to update your contact information.

Safe at Home

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