fees, taxes, and assessments by any taxing authority for the year 2016 and subsequent years, and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership; public utility easement, 8' in width, along the South and West property line, as recorded in/under Clerk's File No. 2015-62, Map/Plat Records, Denton County, Texas; waterline easement being 10 feet in width over and across property according to prior plat recorded in/under Volume L, Page 173, Plat Records, Denton County, Texas; easement, right of way and/or agreement by and between Aetna Life Insurance Company, a corporation and Denton County Electric Cooperative, Inc., by instrument dated 8/4/1937, filed 8/29/1953, recorded in/under Volume 401, Page 6, Real Property Records, Denton County, Texas; easement, right of way and/or agreement by and between C.H. Easely and Bolivar Water Supply Corporation, by instrument dated 5/13/1970, filed 6/10/1970, recorded in/under Volume 603, Page 149, Real Property Records, Denton County, Texas; validly existing utility easements created by the dedication deed or plat of the subdivision in which the Property is located; any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; and any validly existing titles or rights asserted by anyone, including but not limited to persons, the public, corporations, governments, or other entities, to (a) tidelands or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans, (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government, (c) filled-in lands or artificial islands, (d) water rights, including riparian rights, or (e) the area extending from the line of mean low tide to the line of vegetation or the right of access to that area or easement along and across that area.

#### To the extent they validly exist:

- 1. Vendor's Lien retained in Deed dated 11/21/2013, filed 11/26/2013, recorded in/under Clerk's File No. 2013-141138, Real Property Records, Denton County, Texas, from Corinne E. Millar, an individual, to Sanger Circle Partners, LP, a Texas limited partnership, securing the payment of one note in the principal amount of \$72,500.00, bearing interest and payable as therein provided to the order of Corinne E. Millar, an individual; additionally secured by Deed of Trust of even date therewith, executed by Sanger Circle Property, LP, a Texas limited partnership; recorded in/under Clerk's File No. 2013-141139, Real Property Records, Denton County, Texas.
- 2. Vendor's Lien retained in Deed dated 11/21/2013, filed 11/26/2013, recorded in/under Clerk's File No. 2013-141142, Real Property Records, Denton County, Texas, from Corinne E. Millar, Trustee of the Mary A. Millar Trust to Sanger Circle Property, LP., a Texas limited partnership, securing the payment of one note in the principal amount of \$72,500.00, bearing interest and payable as therein provided to the order of Corinne E. Millar, Trustee of the Mary A. Millar Trust; additionally secured by Deed of Trust of even date therewith, executed by Sanger Circle Property, LP, a Teas limited partnership; recorded in/under Clerk's File No. 2013-141143, Real Property Records, Denton County, Texas.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have

and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, through, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

The vendor's lien against and superior title to the Property are retained until each note described is fully paid according to its terms, at which time this deed will become absolute.

When the context requires, singular nouns and pronouns include the plural.

SANGER CIRCLE PROPERTY, LP a Texas limited partnership

By: Le Gant Homes, LLC
a Texas limited liability company
General Partner

Edwin McBirney, Manager

COUNTY OF OLATON

This instrument was acknowledged before me on This instrument was acknowledged before me on This instrument, 2016, by Edwin McBirney, Manager of Le Gant Homes, LLC, a Texas limited liability company general partner, on behalf of Sanger Circle Property, LP, a Texas limited partnership.

MICHELE LECLAIRE
ID # 11066339
Notary Public, State of Texas
My Commission Expires
12/15/2017

Notary Public, State of Texas My commission expires:

AFTER RECORDING RETURN TO:

JEM Properties, Inc.

6959 Lebanon Road, Suite 212, Frisco, TX 75034

## \*\*\*\* Electronically Filed Document \*\*\*\*

# Denton County Juli Luke County Clerk

Document Number: 2016-16017

Recorded As : ERX-WARRANTY DEED

Recorded On:

February 16, 2016

Recorded At:

10:44:04 am

Number of Pages:

4

Recording Fee:

\$38.00

Parties:

**Direct-SANGER CIRCLE PROPERTY LP** 

Indirect-

Receipt Number:

1390148

Processed By:

**Timothy Duvall** 

# \*\*\*\*\*\*\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*\*\*\*\*\*

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.



THE STATE OF TEXAS)
COUNTY OF DENTON

I hereby certify that this instrument was FILED in the File Number requests on the date? printed heron, and was duly RECORDED in the Official Records of Dunion County, Texa

Juli Luke

County Clerk -

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

### Special Warranty Deed with Vendor's Lien

Date: February 16, 2016

Grantor: Sanger Circle Property, LP, a Texas limited partnership

Grantor's Mailing Address:

Sanger Circle Property, LP 3015 Country Square Rd. #1045, Carrollton, TX 75006

Grantee: Build-Infinity.com, LLC, a Texas limited liability company

Grantee's Mailing Address:

Build-Infinity.com LLC 2214 Mallard Ct., Lewisville, TX 75077

#### Consideration:

A note of even date executed by Grantee and payable to the order of Grantor in the principal amount of TWENTY-NINE THOUSAND AND NO/100 DOLLARS (\$29,000.00). The note is secured by a first and superior vendor's lien and superior title retained in this deed and by a first-lien deed of trust of even date from Grantee to Tom Jester, trustee.

#### Property (including any improvements):

Lot 7A, Block A, of Marion Point Acres, an addition to the E.T.J. of City of Sanger, Denton County, Texas, according to the Map or Plat thereof recorded in/under Clerks File No. 2015-62, Map/Plat Records, Denton County, Texas.

#### Reservations from Conveyance:

None

#### **Exceptions to Conveyance and Warranty:**

Liens described as part of the Consideration and any other liens described in this deed as being either assumed by Grantee or subject to which title is taken by Grantee; validly existing restrictive covenants common to the platted subdivision in which the Property is located; standby

fees, taxes, and assessments by any taxing authority for the year 2016 and subsequent years, and subsequent taxes and assessments by any taxing authority for prior years due to change in land usage or ownership; public utility easement, 8' in width, along the South and West property line, as recorded in/under Clerk's File No. 2015-62, Map/Plat Records, Denton County, Texas; drainage easement over and across property according to prior plat recorded in/under Volume L, Page 173, Plat Records, Denton County, Texas; easement, right of way and/or agreement by and between Aetna Life Insurance Company, a corporation and Denton County Electric Cooperative, Inc., by instrument dated 8/4/1937, filed 8/29/1953, recorded in/under Volume 401, Page 6, Real Property Records, Denton County, Texas; easement, right of way and/or agreement by and between C.H. Easely and Bolivar Water Supply Corporation, by instrument dated 5/13/1970, filed 6/10/1970, recorded in/under Volume 603, Page 149, Real Property Records, Denton County, Texas; validly existing utility easements created by the dedication deed or plat of the subdivision in which the Property is located; any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements; homestead or community property or survivorship rights, if any, of any spouse of Grantee; and any validly existing titles or rights asserted by anyone, including but not limited to persons, the public, corporations, governments, or other entities, to (a) tidelands or lands comprising the shores or beds of navigable or perennial rivers and streams, lakes, bays, gulfs, or oceans, (b) lands beyond the line of the harbor or bulkhead lines as established or changed by any government, (c) filled-in lands or artificial islands, (d) water rights, including riparian rights, or (e) the area extending from the line of mean low tide to the line of vegetation or the right of access to that area or easement along and across that area.

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Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have

and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, through, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

The vendor's lien against and superior title to the Property are retained until each note described is fully paid according to its terms, at which time this deed will become absolute.

When the context requires, singular nouns and pronouns include the plural.

SANGER CIRCLE PROPERTY, LP a Texas limited partnership

By: Le Gant Homes, LLC
a Texas limited liability company
General Partner

Edwin McBirney, Manager

STATE OF TEXAS	)
COUNTY OF DINTON	)

This instrument was acknowledged before me on \_\_\_\_\_\_\_\_\_, 2016, by Edwin McBirney, Manager of Le Gant Homes, LLC, a Texas limited liability company general partner, on behalf of Sanger Circle Property, LP, a Texas limited partnership.



Notary Public, State of Texas

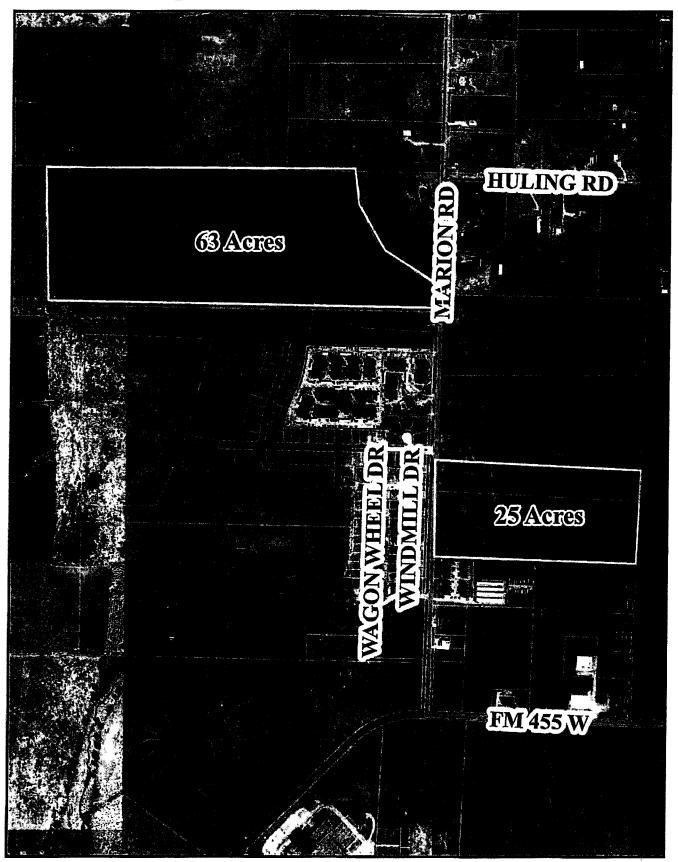
My commission expires:

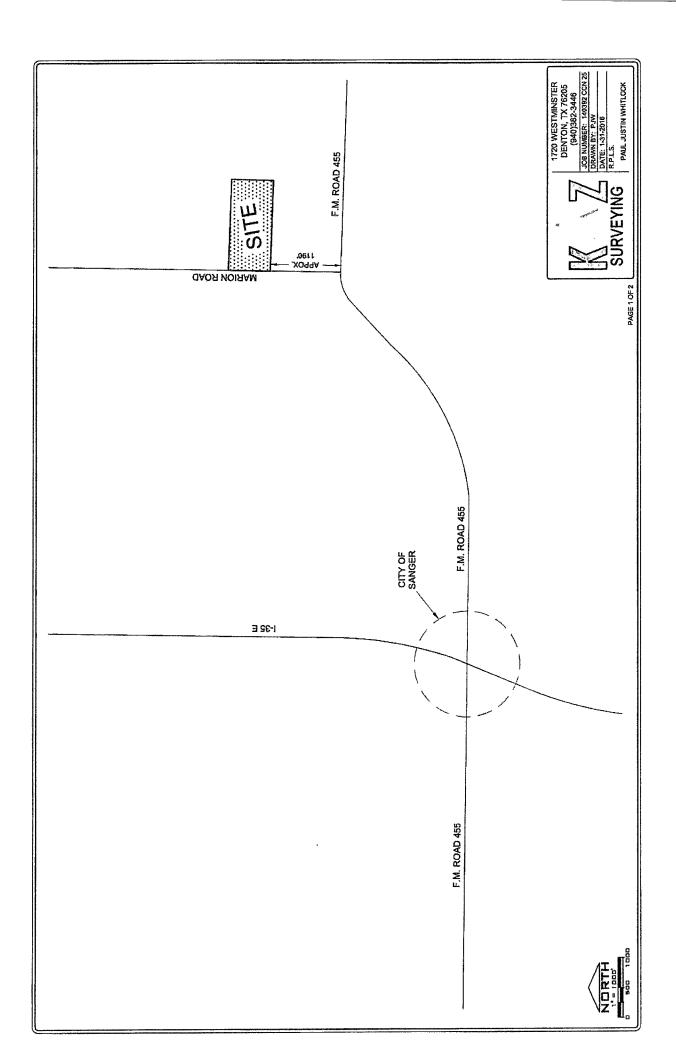
AFTER RECORDING RETURN TO:

Build-Infinity.com LLC 2214 Mallard Ct., Lewisville, TX 75077

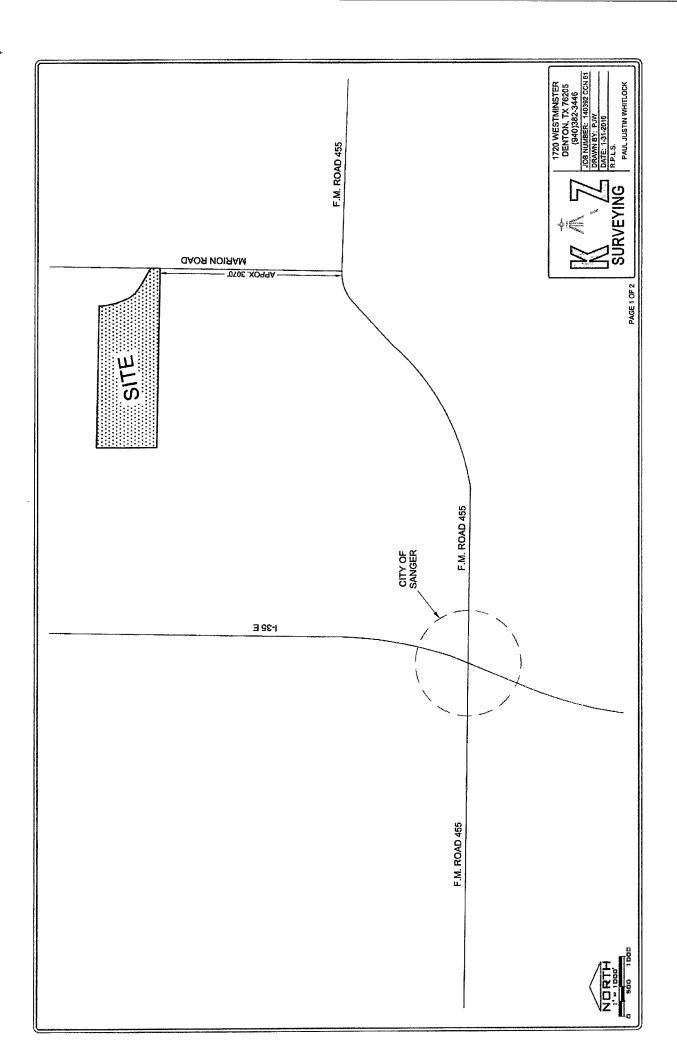
# EXHIBIT "B" (Map of Agreement Areas)

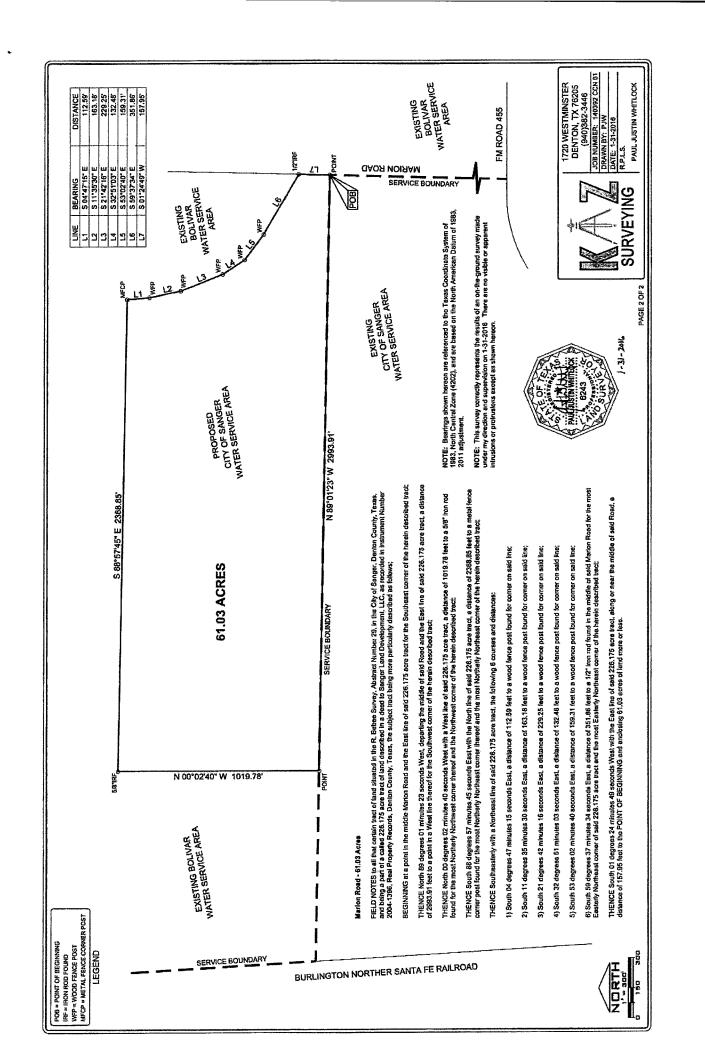
# Areas requested for Bolivar CCN decertification





PAUL JUSTIN WHITLOCK 1720 WESTMINSTER DENTON, TX 76205 (940)382-3446 JOB NUMBER: 140392 CCh DRAWN BY; PJW DATE: 1-31-2016 R.P.L.S. FIELD NOTES to all that certain tract of land situated in the R. Bebee Survey, Abstract Number 29, City of Sanger ETJ, Denton County, Texas, and being all of Marion Point Acres, an addition to said County, according to the Reptat thereof recorded in Document Number 2015-62, Plat Records, THENCE North 87 degrees 55 minutes 41 seconds West with the South line of said Marion Point Acres, a distance of 1517.49 feet to the POINT OF BEGINNING and enclosing 24.77 acres of land NOTE: This survey correctly represents the results of an on-the-ground survey made under my direction and supervision on 1-31-2016. There are no visible or apparent intrusions or protrusions except as shown hereon. BEGINNING at a capped fron rod found on the East line of Marion Road for the Southwest corner THENCE North 01 degrees 25 minutes 15 seconds East with the East line of said Road and the West line of said Marion Point Acres, a distance of 709.94 feet to a capped iron rod found for the Northwest corner thereof; THENCE South 87 degrees 55 minutes 17 seconds East with the North line of said Marion Point Acres, a distance of 1522.15 feet to a 2" pipe found for the Northeast corner thereof, THENCE South 01 degrees 47 minutes 60 seconds West with the East line of said Marion Point Acres, a distance of 709.73 feet to a capped fron rod found for the Southeast corner thereof; NOTE: Bearings shown hereon are referenced to the Texas Coordinate System of 1983, North Central Zone (4202), and are based on the North American Dalum of 1983, 2011 adjustment. 1.33-2016 Denton County, Texas, the subject tract being more particularly described as follows; of said Marion Point Acres and the Southwest corner of the herein described tract; N/II///SURVEYING PAGE 2 OF 2 Marion Road - 24.77 Acres more or less. YPE FND S 01°47'50" W 709.73" PROPOSED CITY OF SANGER WATER SERVICE AREA S 87°55'17" E 1522.15' EXISTING BOLIVAR BOLIVAR WATER SERVICE MATER AREA N 87"55'41" W 1517,49' EXISTING BOLIVAR BOLIVAR WATER SERVICE WATER AREA **24.77 ACRES** FM ROAD 455 **2EKAICE BOONDYKA** DAOR NOIRAM N 01.52,12, E 108'84. CAPJIRP EXISTING CITY OF SANGER WATER SERVICE WATER AREA IRF = IRON ROD FOUND WFP = WOOD FENCE POST MFCP = METAL FENCE CORNER POST POB = POINT OF BEGINNING LEGEND





#### Lot Report

Lot File: Y:\CARLSON SURVEY\Lots\CCN 61 AC.lot

CRD File: Y:\COORDS\140392.crd

Lot: 61 AC , Bloc	k: -, Type: L	OT		
PNT# Bearing				Description
3909	71	88329.44	2377948.96	3in boisdarc pos
S 53°02'40" E	159.31			-1 - 1 - 1
3905		88233.66	2378076.27	3in boisdarc pos
S 59°37'34" E	351.86	00055 54	0270270 04	anla
21		88055.74	2378379.84	calc
S 01°24'49" W	157.95	87897.84	2378375.94	line
2100 N 89°01'23" W	2993.91	0/05/.04	23/03/3.54	
2109		87948.89	2375382.46	line
N 00°02'40" W	1019.78			
3547	71	88968.67	2375381.67	5/8irf
\$ 88°57'45" E	2368.85			
3900		88925.78	2377750.13	3in mfcp
S 04°47'15" E	112.59		0000000	ni- beigdows mos
3916		88813.58	2377759.53	3in boisdarc pos
S 11°35'30" E	163.18	88653.73	2377792.32	xtie
3913 S 21°42'16" E	229.25	00003.73	2311172.32	XCIC
3901		88440.73	2377877.10	3in boisdarc pos
\$ 32°51'03" E	132.48			-
3909		88329.44	2377948.96	3in boisdarc pos
Closure Error Distance:	0.0001 Error	Bearing> S	53°45'13" W	

Closure Error Distance> 0.0001 Error Bearing> S 53°45'13" W Closure Precision> 1 in 111209636.7 Total Distance> 7689.17

Area: 2658658.80 Sq. Feet, 61.0344 Acres

Block - Total Area: 2658658.80 Sq. Feet, 61.0344 Acres

Sun Jan 31 13:20:12 2016

#### Lot Report

Lot File: Y:\CARLSON SURVEY\Lots\CCN 61 AC.lot

CRD File: Y:\COORDS\140392.crd

Lot: 24.77 AC , PNT# Bearing 304	Block: -, Type Distance	: LOT Northing 7185997.48	Easting 2379889.04	Description BNDY
N 87°55'41"	W 1517.49			
305	7 700 04	7186052.34	2378372.54	BNDY
N 01°25'15"	E 709.94	7186762.07	2378390.15	BNDY
S 87°55'17"	E 1522.15	710C70C 0C	2379911.30	BNDY
307 S 01°47'50"	W 709.73	7186706.86	23/9911.30	DMDI
304	,, , , , , , , , , , , , , , , , , , , ,	7185997.48	2379889.04	BNDY
Closure Error Dista	ance> 0.0067 Er	ror Bearing>	N 45°58'30" E	
Closure Precision>	1 in 670412.1		e> 4459.31	

Area: 1078777.06 Sq. Feet, 24.7653 Acres

Block - Total Area: 1078777.06 Sq. Feet, 24.7653 Acres

#### **Notice for Publication**

NOTICE OF APPLICATION FOR CERTIFICATE OF CONVENIENCE AND NECES	SSITY (CCN) TO
PROVIDE WATER/SEWER UTILITY SERVICE IN  COUNT	Y(IES), TEXAS
	•
Name of Applicant City of Sanger has filed an app	lication for a
CCN to obtain or amend CCN No. (s) 10196	and to
decertify a portion(s) of Bolivar Water Supply Corporation water CCN No. 11257	with the
(Name of Decertified Utility)	
Public Utility commission of Texas to provide water	
(specify 1) water or 2) sewe	er or 3) water & sewer)
utility service in Denton	County
	(ies).
The proposed utility service area is located approximately 2 miles	northeast
	n] Texas, and is
generally accurate the second of	the east by
Huling Road ;on the south by FM 455 ;and on the west by	-35
The total area being requested includes approximately 88 acres and	0
current customers.	
A copy of the proposed service area map is available at (Utility Address an	id Phone
Number): City of Sanger, Texas, 201 Bolivar Street, Sanger, Texas, Telephone (940) 391-9694	

A request for a public hearing must be in writing. You must state (1) your name, mailing address, and daytime telephone number; (2) the applicant's name, application number or another recognizable reference to this application; (3) the statement, "I/we request a public hearing"; (4) a brief description of how you or the persons you represent, would be adversely affected by the granting of the application for a CCN; and (5) your proposed adjustment to the application or CCN which would satisfy your concerns and cause you to withdraw your request for a hearing.

# Persons who wish to intervene or comment should file with the PUC at the following address:

Filing Clerk
Public Utility Commission of Texas
1701 North Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326

within thirty (30) days from the date of this publication or notice. A public hearing will be held only if a legally sufficient hearing request is received or if the commission on its own motion requests a hearing. Only those individuals who submit a written hearing request or a written request to be notified if a hearing is set will receive notice if a hearing is scheduled.

If a public hearing is requested, the commission will not issue the CCN and will forward the application to the State Office of Administrative Hearings (SOAH) for a hearing. If no settlement is reached and an evidentiary hearing is held, the SOAH will submit a recommendation to the commission for final decision. If an evidentiary hearing is held, it will be a legal proceeding similar to a civil trial in state district court.

If you are a landowner with a tract of land at least 25 acres or more, that is partially or wholly located within the proposed area, you may request to be excluded from the proposed area (or "opt out") by providing written notice to the commission within (30) days from the date that notice was provided by the applicant. All requests to opt out of the requested service area must include a scaled, general location map and a metes and bounds description of the tract of land.

Persons who meet the requirements to opt out, and wish to request this option should file the required documents with the:

Filing Clerk
Public Utility Commission of Texas
1701 North Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326

A copy of the request to opt out of the proposed area must also be sent to the applicant. Staff may request additional information regarding your request.

Si desea informacion en Espanol, puede llamar al 1-888-782-8477

# **Notice to Neighboring Systems, Landowners and Cities**

NOTICE OF APPLICATION FOR CERTIFICATE OF	F CONVENIENCE AND NECESSITY (CCN) TO
PROVIDE WATER/SEWER UTILITY SERVICE IN Denton	COUNTY(IES), TEXAS
To:(Neighboring System, Landowner or City)	Date Notice Mailed 20
(Neighboring System, Landowner or City)	
(Address)	
City State Zip	
Name of Applicant City of Sanger	has filed an application for a
CCN to obtain or amend CCN No. (s) 10196	and to
decertify a portion(s) of Bolivar Water Supply Corporate	
(Name of D	Decertified Utility)
Public Utility Commission of Texas to provide	(specify 1) water or 2) sewer or 3) water & sewer)
utility service in Denton	County(ies).
The proposed utility service area is located appropriately	proximately 2 miles northeast ,[City or Town] Texas, and is
generally bounded on the north by Lois Road	;on the east by
Huling Road ; on the south by FM 455	
See enclosed map of the proposed service	
The total area being requested includes approx current customers.	kimately <u>88</u> acres and <u>0</u>

A request for a public hearing must be in writing. You must state (1) your name, mailing address, and daytime telephone number; (2) the applicant's name, application number or another recognizable reference to this application; (3) the statement, "I/we request a public hearing"; (4) a brief description of how you or the persons you represent, would be adversely affected by the granting of the application for a CCN; and (5) your proposed adjustment to the application or CCN which would satisfy your concerns and cause you to withdraw your request for a hearing.

## Persons who wish to intervene or comment should write the:

Filing Clerk
Public Utility Commission of Texas
1701 North Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326

within thirty (30) days from the date of this publication or notice. A public hearing will be held only if a legally sufficient hearing request is received or if the commission on its own motion requests a hearing. Only those individuals who submit a written hearing request or a written request to be notified if a hearing is set will receive notice if a hearing is scheduled.

If a public hearing is requested, the commission will not issue the CCN and will forward the application to the State Office of Administrative Hearings (SOAH) for a hearing. If no settlement is reached and an evidentiary hearing is held, the SOAH will submit a recommendation to the commission for final decision. If an evidentiary hearing is held, it will be a legal proceeding similar to a civil trial in state district court.

If you are a landowner with a tract of land at least 25 acres or more, that is partially or wholly located within the proposed area, you may request to be excluded from the proposed area (or "opt out") by providing written notice to the commission within (30) days from the date that notice was provided by the applicant. All requests to opt out of the requested service area must include a scaled, general location map and a metes and bounds description of the tract of land.

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Public Utility Commission of Texas
1701 North Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326

A copy of the request to opt out of the proposed area must also be sent to the applicant. Staff may request additional information regarding your request.

Si desea informacion en Espanol, puede llamar al 1-888-782-8477

APPLICATION OF THE CITY OF	§	BEFORE THE PUBLIC UTILITY
SANGER AND BOLIVAR WATER	§	
SUPPLY CORPORATION FOR	§	
APPROVAL OF AN AGREEMENT	§	
PURSUANT TO TEXAS WATER CODE	§	
§ 13.248 AND TO AMEND	§	
CERTIFICATES OF CONVENIENCE	§	
AND NECESSITY IN DENTON	§	
COUNTY	§	COMMISSION OF TEXAS

## Proposed List of Parties to Receive Mailed Notice

### Neighboring Cities and Water Service Providers within 2 Miles of Property: City of Sanger, Texas Bolivar Water Supply Corporation

# Groundwater Conservation Districts: North Texas Groundwater Conservation District P.O. Box 508 Gainesville, Texas 76241

#### County Judge:

The Honorable Judge Mary Horn County Judge of Denton County, Texas 110 West Hickory Street, 2<sup>nd</sup> Floor Denton, Texas 76201

#### <u>Landowners with more than 25 acres:</u> Sanger Land Development, LLC



December 21, 2015

Mr. Kevin Kemplin, President Bolivar Water Supply Corporation P.O. Box 1789 Sanger, Texas 76266

RE:

Bolivar Water Supply Corporation (WSC)

Release of Certificate of Convenience and Necessity (CCN)

Dear Mr. Kemplin:

The request for Rural Development consent to partial release of the agency's lien on two tracts of land from CCN #11257 for incorporation into the City of Sanger water CCN #10196 has been reviewed and approved. The WSC request to use funds received in the amount of \$17,600 to reimburse the WSC for costs included in a contract for "2015 Pump Station Improvements" dated November 12, 2015, is also approved.

Consent for this transaction is given with the understanding that the CCN transfer will not jeopardize the operation of the WSC's water facility. In accordance with 7 C.F.R. 1782, §1782.12, this approval is with the condition that the WSC will account for the disposition of proceeds received from the transaction.

Please contact Susan Stoneham, Assistant Area Director, at (972)542-0081, Extension 113, or by e-mail at <a href="mailto:sue.stoneham@tx.usda.gov">sue.stoneham@tx.usda.gov</a> if additional information is needed.

Sincerely, Lewan Stoneham

(for) ALLEN M. LAMBRIGHT

Area Director

Enclosure:

Executed Form RD 465-1, "Application for Partial Release, Subordination

or Consent"

cc:

Ms. Polly Kruger, Office Manager

Rural Development • McKinney Area Office 1404 North McDonald, Suite 300, McKinney, TX 75071 Voice (972) 542-0081 Ext 4 • Fax (844) 496-8032

"This institution is an equal opportunity provider and employer,"

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <a href="http://www.ascr.usda.gov/complaint filing\_cust.html">http://www.ascr.usda.gov/complaint filing\_cust.html</a>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <a href="mailto:program.intuke@usda.gov">program.intuke@usda.gov</a>."