

VCS Community Change Project

Domestic Violence Program for Men

A NY Model Batterer Program • www.nymbp.org

Phyllis B. Frank, Director • Karen Cancro, Project Coordinator
Vanessa Green, Jean Max Naissant, Supervisors • Joseph Coe, Diana Wilkins, Staff • Susanne Fitzpatrick, Admin Asst

Last Absence Warning Letter

Date

Participant's Name

Address

City State, Zip Code

Dear Participant's Name:

According to our records, you have been absent (3 or 6) times. This is your total number of allowed absences.

This letter is to inform you that if you are absent a (4th or 7th) time, you will be dismissed from the Domestic Violence Program for Men.

For your information, you were absent on the following dates:

If you are dismissed from the Domestic Violence Program for Men and are required to continue attending, you will have to register and begin again.

Sincerely,

PBF/

10/09