

University of Maine Cooperative Extension

**XXXX County**

Address

City State Zip

800.287.XXXX (in Maine)

or 207.XXX.XXX

E-mail: extension.XXXX@maine.edu

**We are pleased to send you the enclosed material.**

The University of Maine Cooperative Extension is the largest outreach component of the University of Maine. We are located across the state in 16 county offices, research farms, 4-H camps, and online. Our work is focused on two areas of excellence; our school youth education program through **4-H**, and the **Maine Food System**, where policy, research, production, processing, commerce, nutrition, and food security and safety are integral and interrelated.

If we can be of further assistance, please write, phone, fax, email or visit us.

Staff Name

Title

**extension.umaine.edu**

*In complying with the letter and spirit of applicable laws and pursuing its own goals of diversity, the University of Maine System does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender, gender identity or expression, ethnicity, national origin, citizenship status, familial status, ancestry, age, disability physical or mental, genetic information, or veterans or military status in employment, education, and all other programs and activities. The University provides reasonable accommodations to qualified individuals with disabilities upon request. The following person has been designated to handle inquiries regarding non-discrimination policies: Director of Equal Opportunity, 101 Boudreau Hall, University of Maine, Orono, ME 04469-5754, 207.581.1226, TTY 711 (Maine Relay System).* 

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