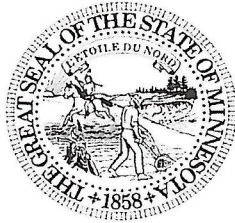


STATE OF MINNESOTA



MARK DAYTON  
GOVERNOR

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DEC 21 2017

President of the Senate

NOTICE OF APPOINTMENT

**Damaris Hollingsworth**

3919 Tyler Street Northeast  
Minneapolis, MN 55421  
County of Anoka  
Congressional District 5

Because of the special trust and confidence I have in your integrity, judgment, and ability, I have appointed and commissioned you to have and to hold the office of:

**PUBLIC MEMBER**

**MINNESOTA HOUSING FINANCE AGENCY**

Effective: January 2, 2018

Term Expires: January 3, 2022

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled by me or other lawful authority or by any law of this State.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the Capitol in the City of Saint Paul, December 20, 2017.



*Mark Dayton*  
\_\_\_\_\_  
Governor

*Steve Simon*  
\_\_\_\_\_  
Secretary of State

Reappointment

**OPEN APPOINTMENTS APPLICATION FOR SERVICE ON MINNESOTA  
STATE AGENCIES, BOARDS, COUNCILS, COMMISSIONS OR TASK FORCES**

All information on this form is available to the public upon request.  
By request, this application will be made available in alternative format (Braille, large print, audio tape, etc.)

**Part I: Position Sought**

Required Information (MN Stat § 15.0597 Subd. 5.)

Agency Name: Minnesota Housing Finance Agency  
Name of board, council, commission or task force

Position: Board Member  
Membership position sought or enter "member"

**Part II: Applicant Information**

Required Information (MN Stat § 15.0597 Subd. 5.)

Name: Damaris Hollingsworth  
First Last

Phone: ( 612 ) 280 - 8419

Mailing Address: 5400 Main St NE, Suite 203

Email: dholingsworth@thorcon.net

County: Anoka

Minneapolis MN 55421  
City State ZIP Code

MN House of Rep Dist: 41A US House of Rep Dist: 5  
Find your districts by using the Poll Finder at:  
<http://pollfinder.sos.state.mn.us/>

Have you ever been convicted of a felony:  
Yes \_\_\_\_\_ No X

Did the Appointing Authority suggest you submit your  
application? Yes X No \_\_\_\_\_

Attach a cover letter, resume or other information that you feel would be helpful to the Appointing Authority.

**Part III: Optional Statistical Information**

The following information is optional and voluntary (MN Stat §15.0597 Subd. 5.).  
Information is collected for, and compiled in, the annual report on the open appointments process pursuant to MN Stat §15.0597 Subd. 7.

Gender:  
Female \_\_\_\_\_  
X Male \_\_\_\_\_

Age: 40

Disability:  
Yes \_\_\_\_\_  
No X

Political Party:  
\_\_\_\_\_ Democratic-Farmer-Labor  
X \_\_\_\_\_ Independence  
\_\_\_\_\_ Republican  
\_\_\_\_\_ No Party Preference  
\_\_\_\_\_ Other \_\_\_\_\_

Hispanic, Latino or Spanish  
origin:  
X Yes  
\_\_\_\_\_ No

Race: \_\_\_\_\_ X African American or Black  
(Check as many as apply) \_\_\_\_\_ American Indian or Alaska Native  
\_\_\_\_\_ Asian or Pacific Islander

\_\_\_\_\_ White or Caucasian  
\_\_\_\_\_ Other Race \_\_\_\_\_

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DEC 21 2017

**Part IV: Signature and Submittal Instructions**

**President of the Senate**

I swear that, to the best of my knowledge, the above information is correct and that I satisfy all legally prescribed qualifications for the position sought. (If another person or group is nominating the applicant, the applicant's signature indicates consent to nomination.)

[Signature]  
Applicant's Signature

531.17  
(Date)

Mail or Submit In Person:  
Office of Secretary of State  
Open Appointments  
180 State Office Building  
100 Rev Dr Martin Luther  
King Jr Blvd  
St. Paul, MN 55155-1299

Phone: (651) 297-5845

Email: [open.appointments@state.mn.us](mailto:open.appointments@state.mn.us)

Online application:  
<http://www.sos.state.mn.us/index.aspx?page=5>

Applicants will not receive an acknowledgement of submitted applications; the appointing authority will notify you if an interview is desired.

FOR OFFICE USE:

Sub by AA: \_\_\_\_\_

AA: \_\_\_\_\_

Trans Date: \_\_\_\_\_

Rev.04-2014

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President of the Senate

**Damaris Hollingsworth, NCARB, AIA, NOMA, LEED AP**

Registered Architect and Urban Designer in Brazil

Registered Architect in AZ, MN, NV

Co-founder and 2017-2018 President of MSP AoA NOMA

AIA MN 2016-2017 Co-chair for the Women In Architecture Committee

AIA MN 2016 Leadership Forum Participant

AIA MN 2016 Diversity Task Force Member

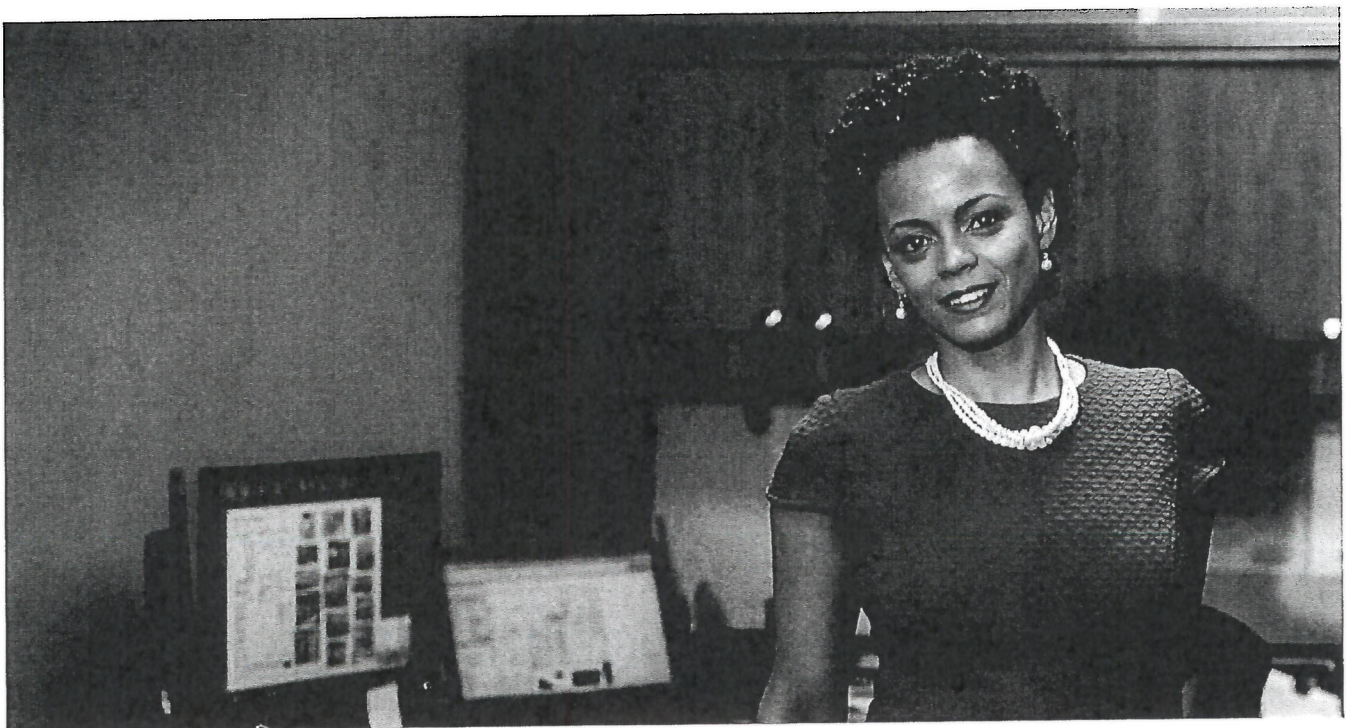
AIA MN 2016 Strategic Resource Team Member

Faith Christian Center (Community Church) Pro-bono Architect Consultant

[dhollingsworth@thorcon.net](mailto:dhollingsworth@thorcon.net)

612.280.8419 m

763.571.2580 o



## DAMARIS HOLLINGSWORTH, NCARB, AIA, NOMA, LEED AP

*Inclusive architectural thought leader, creates sustainable places and spaces that remain relevant through the shifts of demographics and economics*

### BIO

Damaris Hollingsworth has an Architectural and Urban Design degree from the Faculdade de Arquitetura & Urbanismo at University of Sao Paulo, Brazil. Having moved to the United States of America in 2006, Damaris has since become a Registered Architect, a LEED accredited professional and holds a NCARB certificate.

Damaris' dynamic and engaging personality combined with her global and multicultural background enables her to connect with people from all walks of life. Her approachability makes people feel relevant and the outcome of her work makes it clear that all voices matter.

With vibrancy and grace, Damaris is poised to expand the reach of inclusive architecture as a way to promote social justice and to beautify all communities. Her design solutions are deeply rooted in the people it serves, while responding to both community values and economic realities. Her resiliency inspires all around her to be productive and stay engaged.

Damaris' servant leadership is showcased through her service to the design profession as the 2016-2018 President of MSP AoA NOMA chapter and through being an engaged member of the AIA MN, serving as the 2016-2017 co-chair for the Women in Architecture Committee and as a member of the 2016 Strategic Resource Team.

### EXPERTISE

Softwares: Revit 2017; AutoCAD 2014; SketchUp Pro; Adobe Acrobat Professional; Adobe Illustrator; Adobe InDesign; Adobe Photoshop; Microsoft Office

Languages: Fluent in English and Portuguese, conversant in Spanish

Architectural Design	Entitlement	Presentation / Exhibits	Team Leadership
Multidisciplinary Coordination	Code / ADA	Marketing	Cross-functional Delegation
Master Planning	Environmental Design	Business Development	Client Communication

### EXPERIENCE

VICE PRESIDENT of THOR Design Plus | **THOR Companies** - Minneapolis, MN (2/2017 - Present)

As the Vice President of THOR Design Plus at THOR Companies, Damaris empowers high-performing teams to produce innovative and memorable projects. She ensures that her team develops a distinctive architectural design that aligns with client's needs, budgets and schedules. A pillar of her philosophy is creating holistic spaces that are accessible to everyone in the community. Her ability to establish a clear vision among a cross-functional team ensures each expert is able to effectively contribute to the overall project.

- Oversees project staff
- Leads business development efforts and revenue creation strategies
- Leads client relationship
- Architect of Record for all projects across the country
- Project Management

HIGHER EDUCATION CLIENT LEADER | **DLR Group** - Minneapolis, MN (1/2016 - 2/2017)

- Lead higher education projects teams
- Oversaw project staff
- Worked with clients to ensure their goals are met
- Guided program development
- Facilitated vital documents during the design and construction phases

PROJECT MANAGER | **DJR Architecture** - Minneapolis, MN (2/2015 - 1/2016)

Handled projects from fee proposal through site analysis, communication with city's zoning department, Design Concept, Design Development, Construction Documentation and completion. Main contact with clients and consultants.

- Conducted communication with hotel global design and branding staff and oversaw junior staff work to earn the right to use Doubletree by Hilton branding for a project
- Oversaw junior staff work and promoted team engagement through clear communication and staff assessment
- Earned city boards and neighborhood groups approval for projects that required zoning variances
- Tracked projects fees and created budget reports to assure project financial success

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## EXPERIENCE (cont.)

PROJECT MANAGER / PROJECT DESIGNER | **RSP Architects** - Minneapolis, MN / Phoenix, AZ (8/2006- 2/2015)

Developed architectural design from initial RFP to finished construction. Presided over communication with clients and internal stakeholders. Monitored design processes, incorporating client feedback. Generated schematics, studied space requirements and zoning criteria for site acquisitions, maximizing re-sale value through strategic design concepts.

- Secured code variance approval with city of Tucson, AZ, overcoming historical rejections from board members
- Achieved 100% schedule adherence while managing up to 3 concurrent design and implementation of projects
- Saved \$175 for the ASU Business School project by researching proper application and interpretation of building codes, defending position against strong opposition from the code engineer
- Collaborated on multiple LEED certified projects, demonstrating clear understanding of the long term impact of the structures and its surroundings
- Earned team recognition after stepping in to ensure on-time completion of a colleague's struggling project

## EDUCATION | PROFESSIONAL DEVELOPMENT

Architectural and Urban Design Degree | Universidade de Sao Paulo, Brazil  
MArch Program | Arizona State University

2000-2005  
2006-2008

- LEED AP Continuing Education
- AIA Continuing Education
- AIA 2015 Women Leadership Summit - attendee
- AIA MN 2016 Leadership Forum - participant, graduated in June 2016
- AIA 2017 Women in Leadership - volunteer table topics organizer (September 2017)

## SPEAKING ENGAGEMENTS

- **EQxD** | Equity by Design Symposium - tough leaders, part of a panel on Implicit Bias in October on 2016
- **Eden Prairie School District** | STEAM event guest speaker for middle school aged girls on the profession of Architecture (Nov 2016)
- **University of Minnesota** | College of Design - guest speaker on Community Engagement & Public Interest Design (April 7th 2017)
- **ASLA** (American Society of Landscape Architect) 2017 Conference - part of a panel on the topic of Diversity & Education: Pipeline for Young Design Professionals (April 21st 2017)
- **University of Minnesota** | College of Design - part of a panel with State Rep. Ray Dehn and Keshika De Sarma, speaking on the topic of the role of MSP NOMA and THOR Companies (as the largest minority contractor in MN) on Public Interest Design through allyship and accountability (May 25th 2017)

## MOST RELEVANT PROJECTS

THOR Headquarters Project | Architect, Project Manager, 2017  
White Bear Lake School Districts Facilities Assessment | Architect, Project Manager, 2016-2017  
Forest Lake High School Renovations | Architect, 2016  
California State University Sacramento Criteria Document | Subject Expert, 2016  
University of Minnesota Mariucci Locker Room | Architect, 2016  
CPM DoubleTree by Hilton Hotel | Architect, Project Manager, 2015-2016  
CPM DoubleTree by Hilton Hotel | Architect, Project Manager, 2015-2016  
NAU International Students Pavilion | Designer, Project Manager, 2014-2015  
Camp Ripley Educational Center | Designer, 2013  
SkyView Apartments Expansion | Designer, Project Manager, 2012  
ASU McCord Hall | Design Facilitator, 2011  
ASU Polytechnic Student Housing | Designer, 2010  
ASU Polytechnic Aravaipa Auditorium | Designer, 2009  
ASU Polytechnic Black Box Theater | Co-Designer, 2008  
ASU Polytechnic Backus & Terrapin Mall | Design Coordinator, 2007  
ASU Polytechnic Academic Buildings Complex | Designer Assistant, 2006

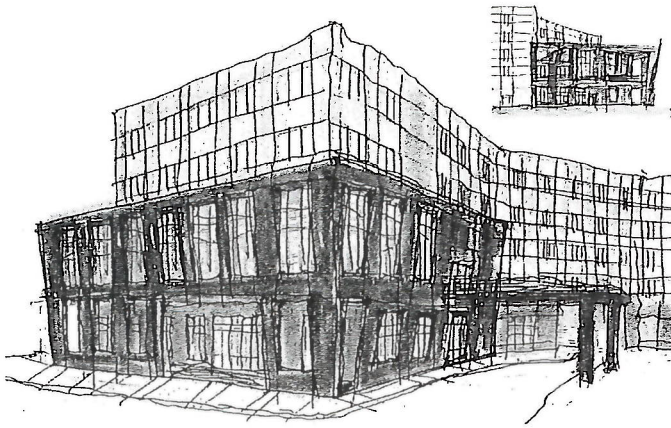
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**CPM Development**  
**Doubletree by Hilton Hotel**

Minneapolis, MN  
Year: 2015  
Firm: DJR Architecture  
My role: Project Architect / Project Manager



The proposed project is a redevelopment of the Southeast corner of Essex Street SE and Huron Boulevard SE. (501 Huron, 2510 Essex). The proposed Hilton Hotel will have 140 rooms with a 3,000 SF restaurant located on the first floor, meeting rooms with banquet facilities and a pool. The building has five stories and is approximately 63 feet tall.

The building plan follows the angle of the property with the main public areas located on the corner. The exterior design style is modern with large glass areas at the public areas facing the street, including restaurant, lobby and two-story second level meeting rooms. The remaining building materials is a blend of brick, cast stone, stucco and metal panels.

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**Swervo Development**  
**Mid-rise Office Building**

Minneapolis, MN  
Year: 2015  
Firm: DJR Architecture  
My role: Project Designer / Project Manager



This is a mid-rise office building with retail on the street level located in the North Loop of Downtown Minneapolis. The design of this 10 story building is a blend of modern style architecture, contemporary materials and the rigidity of the North Loop historical design guidelines.

The rhythm of the windows is playful but yet respectful of the proportions of the neighboring buildings. The street wall requirement is met while allowing some recesses for the balconies that open up for breathtaking views of Downtown Minneapolis.

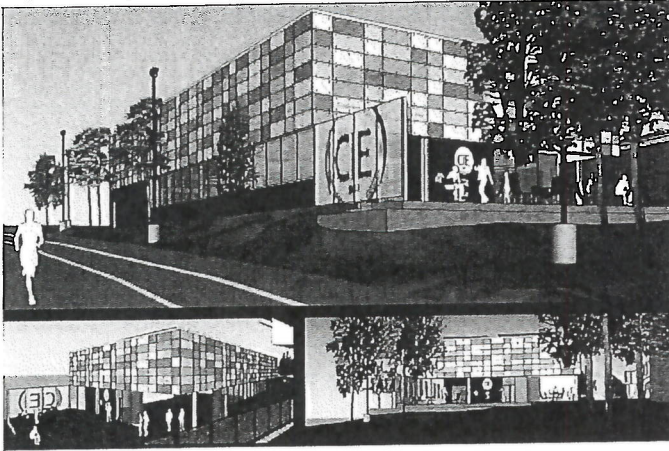
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**Northern Arizona University  
International Student Pavilion (Net Zero Building, LEED Platinum, has won 3 Awards)**

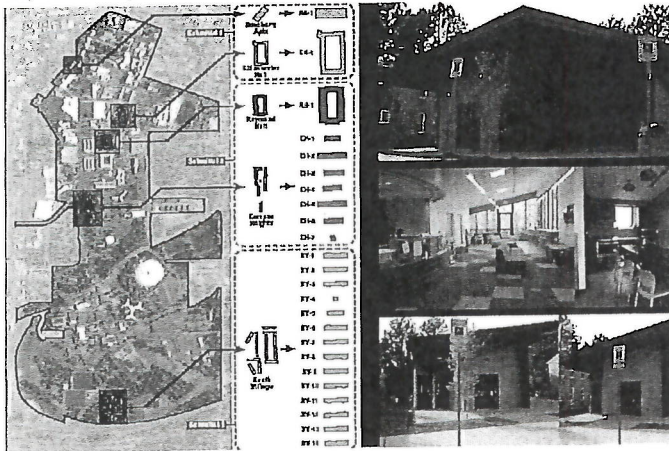
Flagstaff, AZ  
Year: 2014  
Firm: RSP Architects  
My role: Project Designer / Project Architect / Project Manager



The NAU International Pavilion is a 10,000 SF multi-purpose performance venue, classroom and student activity facility to foster engagement between cultures at NAU. The project was completed in the Fall of 2015 and was the first LEED Platinum building in Arizona Universities. The building acts as an educational facility to celebrate sustainable design and cultural diversity and to reflect the NAU Center for International Education mission of "cultural engagement, connection and diversity". From the beginning, our goal was to design an essential space for the growing number of international students on NAU's campus by keeping the entire facility "Student Centered" as well as building on NAU's prominence as a top choice for international students. Taking advantage of the high traffic location, the new building creates an irresistible connection destination along the pedway to hang out, play, study and retreat from the daily pressures of academic life.

**Northern Arizona University  
Student Housing Renovations and Community Center**

Flagstaff, AZ  
Year: 2014  
Firm: RSP Architects  
My role: Project Designer / Project Architect / Project Manager



This project consists of five student housing complexes that include 24 buildings. The scope covers 379,612 sf of enclosed building area to be renovated to meet current fire and life safety codes and NAU Technical Standards. The design and construction of Phase 1 was completed in August 2014. This phase also included a new student community center for the South Village Apartments Complex. The community center has 2,400 sf and was created to improve the quality of residence life as well as to create a visual identity and main entrance/front desk for the complex. Phase 2 design was completed in August of 2015.

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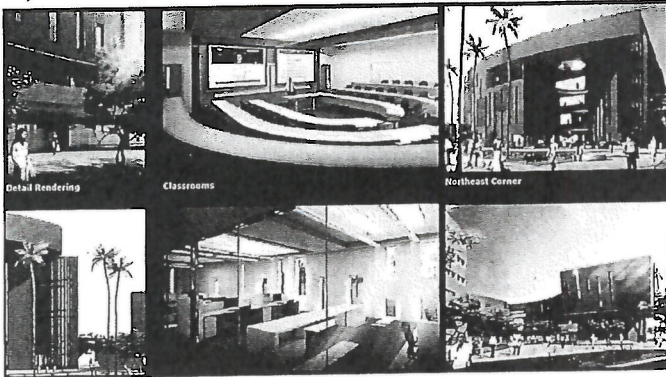
**Arizona State University  
Business School Facility - McCord Hall**

Tempe, AZ

Year: 2012

Firm: RSP Architects

My role: Design Facilitator



The W. P. Carey School of Business, one of the largest business schools in the nation, added a new state-of-the-art building to their current facilities on the Arizona State University's Tempe campus. The new building will function as a new home for the graduate, MBA, and Executive Education programs. Comprising approximately 128,000 GSF, the new building will house instructional spaces, administrative offices, student and career services, and social spaces. The organization of the building provides a distinct and separate identity for the graduate, MBA and Executive Education programs.

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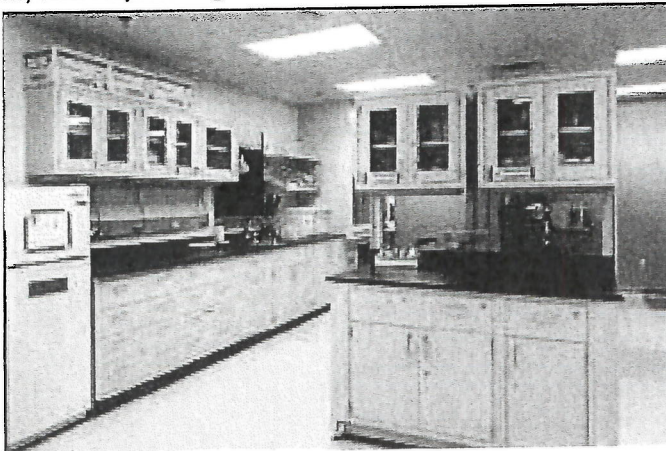
**Arizona State University  
School of Psychology Expansion**

Tempe, AZ

Year: 2011

Firm: RSP Architects

My role: Project Designer



This project is an interior renovation of several buildings on the Tempe campus and a complete renovation of the third floor of the Psychology Building with the addition of four brand new laboratories to accommodate growth for the Psychology Department. The end result of the moves, renovations and FFE will be 16,450 sf of new space gained for the department. The breakdown of services is as follows:

TI: 14,500 SF  
FFE: 20,600 SF  
Move: 33,400 SF

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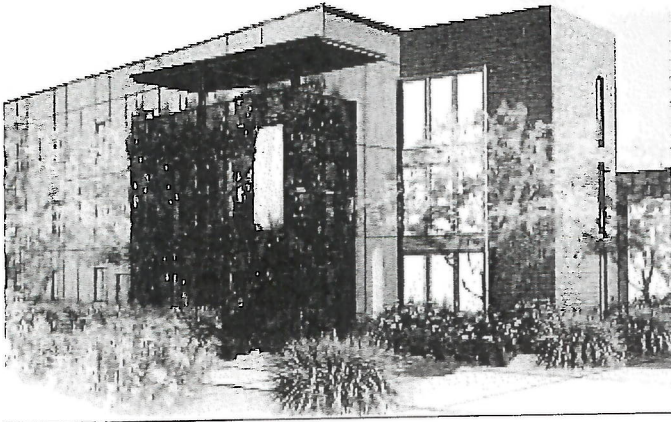
DEC 21 2017

President of the Senate



**Arizona State University  
Student Housing - 600 beds**

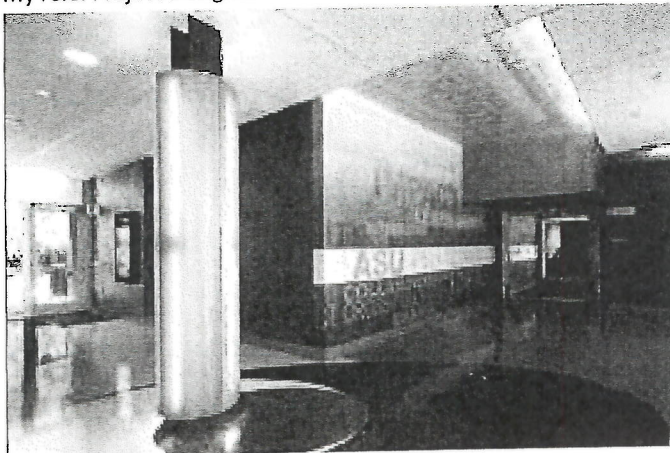
Mesa, AZ  
Year: 2010 - 2012  
Firm: RSP Architects  
My role: Project Designer



There are three primary driving forces behind our design. The first: To continue creating a sense of campus identity, pedestrian connectivity and a feeling of "place" similar to what we established in our design of the recently completed academic buildings. The second: To help forge the next chapter of the dynamic growth for the Poly campus, through the creation of a resident life community and culture that has a real sense of place and belonging consistent with the "idea interactive" culture of the Polytechnic campus. The third: The creation of a design that is truly connected and responsive to unique site constraints and is a beautiful reflection of high quality learning environment to fully engage and develop Backus Mall as a major pedestrian activity zone.

**Arizona State University  
Aravaipa Auditorium**

Mesa, AZ  
Year: 2009  
Firm: RSP Architects  
My role: Project Designer



As the largest function space (450 seats) on the Polytechnic campus, the Aravaipa Auditorium had been non-operational since 1997. The renovations completely transformed the space and were designed with the patron in mind. New lobby space and a procession into the theater were vastly needed. Theater seating, projection screen, AV system, control room, and concession area were added. In addition, the back house provides a green room, dressing and restrooms and storage. The design required a re-shaping of the proscenium, ceiling and side walls for acoustical concerns as well as designing for light and sound traps.

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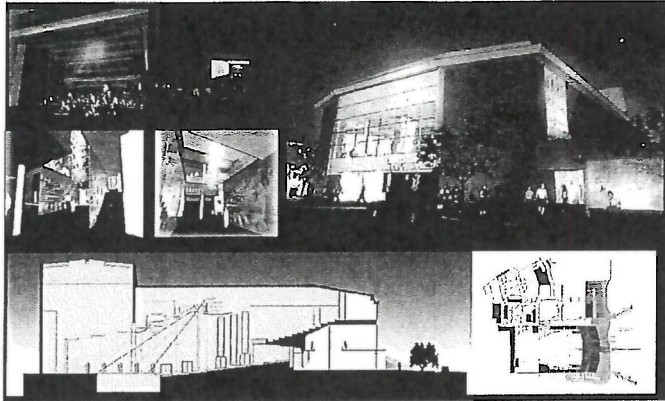
President of the Senate

**Northern Arizona University  
Ardrey Auditorium**

Year: 2008

Firm: RSP Architects

My role: Project Designer



After many years of improperly funded deferred maintenance, the Ardrey Auditorium was in need of renovation to meet the needs of today's larger run shows. In addition to creating a new front door for the building, the primary goal for the project was to create a truly safe environment for all those who visit the building and to reduce the potential for serious injury and risk exposure to NAU.

The first attempt to the design was completed in December of 2008 and put on hold due to funding issues. The project came back to life in 2010 and it was given a fresh approach by a different team.

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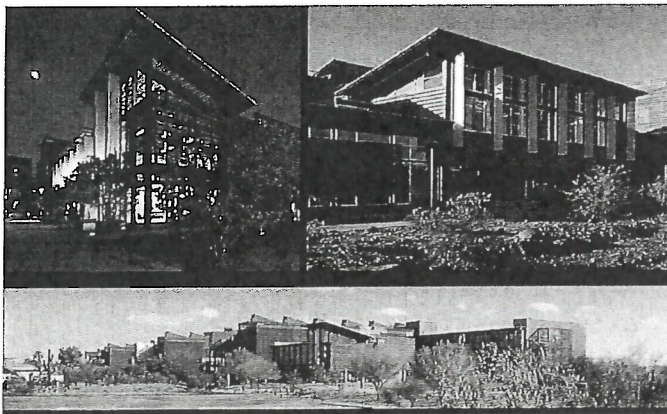
**Arizona State University  
Polytechnic Academic Complex**

Mesa, AZ

Year: 2006 - 2008

Firm: RSP Architects

My role: Architectural Intern -



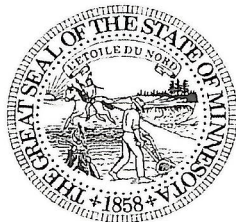
The ASU Polytechnic Complex consists of three buildings, totaling 240,000 sf and containing three primary schools: the School of Agribusiness, School of Science and Technology, and East College (comprised of the School of Education and Humanities). Building functions include administrative offices, classrooms, wet and dry teaching laboratories, a fine arts complex (black box theater, art gallery and painting and drawing studio), a conference center and a separate HazMat building. The team of RSP Architects as Architect of Record along with Lake|Flato as Design Architect, completed on this fast-track project in June 2008.

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DEC 21 2017

President of the Senate

STATE OF MINNESOTA



MARK DAYTON  
GOVERNOR

NOTICE OF APPOINTMENT

**Damaris Hollingsworth**

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5400 Main Street Northeast  
Suite 203  
Minneapolis, MN 55421  
County of Anoka  
Congressional District 5

JUN 14 2017

President of the Senate

Because of the special trust and confidence I have in your integrity, judgment, and ability, I have appointed and commissioned you to have and to hold the office of:

**PUBLIC MEMBER**

**MINNESOTA HOUSING FINANCE AGENCY**

Effective: June 18, 2017

Term Expires: January 1, 2018

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled by me or other lawful authority or by any law of this State.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the Capitol in the City of Saint Paul, June 13, 2017.



*Mark Dayton*  
Governor

*Steve Pinnon*  
Secretary of State

Secretary of State

Replacing: George Garnett



400 Sibley Street | Suite 300 | Saint Paul, MN 55101-1998 | 651.296.7608  
800.657.3769 | fax: 651.296.8139 | tty: 651.297.2361 | [www.mnhousing.gov](http://www.mnhousing.gov)  
*Equal Opportunity Housing and Equal Opportunity Employment*

~~June 1, 2017~~

The Honorable Governor Mark Dayton  
130 State Capitol  
75 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, Minnesota 55155

Dear Governor Dayton:

I am writing to request the appointment of Damaris Hollingsworth to the open seat on the Minnesota Housing Board of Directors. This is a four-year term and is a seat that may be filled by an appointee from the seven-county metropolitan area. This vacancy is created by the death of Mr. George Garnett in May of 2016, and the term for this seat expires in January, 2018. It is likely that we will request reappointment of Ms. Hollingsworth later this year given the short period remaining in the term for this seat.

Ms. Hollingsworth currently serves as vice president of THOR Design Plus at THOR Companies. She is a registered architect and has worked as a project manager and client leader with several architectural firms in both the Twin Cities and Phoenix for the past 11 years. She is an advocate and frequent speaker encouraging people of color to enter the design profession.

The Minnesota Housing Board has six seats that are appointed by the Governor, of which three seats may be filled with appointees from the seven-county metropolitan area. Ms. Hollingsworth, a native of Brazil, would join current members Stephanie Klinzing, an American Indian, and Terry Thao, who is Hmong, in providing additional diversity to the Minnesota Housing Board.

Thank you for consideration of this recommendation. Please contact me directly at (651) 296-5738 or [mary.tingerthal@state.mn.us](mailto:mary.tingerthal@state.mn.us) if you have any questions or would like to further discuss this recommendation.

Sincerely,

Mary Tingerthal  
Commissioner

Enc.: Damaris Hollingsworth résumé  
cc: Andrew Olson, Appointments Director

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JUN 14 2017

President of the Senate

**OPEN APPOINTMENTS APPLICATION FOR SERVICE ON MINNESOTA  
STATE AGENCIES, BOARDS, COUNCILS, COMMISSIONS OR TASK FORCES**

All information on this form is available to the public upon request.  
By request, this application will be made available in alternative format (Braille, large print, audio tape, etc.)

**Part I: Position Sought**

Required Information (MN Stat § 15.0597 Subd. 5.)

Agency Name: Minnesota Housing Finance Agency  
Name of board, council, commission or task force

Position: Board Member  
Membership position sought or enter "member"

**Part II: Applicant Information**

Required Information (MN Stat § 15.0597 Subd. 5.)

Name: Damaris Hollingsworth  
First Last

Phone: ( 612 ) 280 - 8419

Mailing Address: 5400 Main St NE, Suite 203

Email: dhollingsworth@thorcon.net

County: Anoka

Minneapolis MN 55421  
City State ZIP Code

MN House of Rep Dist: 41A US House of Rep Dist: 5  
Find your districts by using the Poll Finder at:  
<http://pollfinder.sos.state.mn.us/>

Have you ever been convicted of a felony:  
Yes \_\_\_\_\_ No X

Did the Appointing Authority suggest you submit your  
application? Yes X No \_\_\_\_\_

Attach a cover letter, resume or other information that you feel would be helpful to the Appointing Authority.

**Part III: Optional Statistical Information**

The following information is optional and voluntary (MN Stat § 15.0597 Subd. 5.).  
Information is collected for, and compiled in, the annual report on the open appointments process pursuant to MN Stat § 15.0597 Subd. 7.

Gender:  
Female \_\_\_\_\_  
X Male \_\_\_\_\_

Age: 40

Disability:  
Yes \_\_\_\_\_  
No X

Political Party:  
\_\_\_\_\_ Democratic-Farmer-Labor  
X \_\_\_\_\_ Independence  
\_\_\_\_\_ Republican  
\_\_\_\_\_ No Party Preference  
\_\_\_\_\_ Other \_\_\_\_\_

Hispanic, Latino or Spanish  
origin:  
X Yes  
\_\_\_\_\_ No

Race: \_\_\_\_\_ X African American or Black  
(Check as many as apply) \_\_\_\_\_ American Indian or Alaska Native  
\_\_\_\_\_ Asian or Pacific Islander

\_\_\_\_\_ White or Caucasian  
\_\_\_\_\_ Other Race \_\_\_\_\_

**RECEIVED**

**Part IV: Signature and Submittal Instructions**

I swear that, to the best of my knowledge, the above information is correct and that I satisfy all legally prescribed qualifications for the position sought. (If another person or group is nominating the applicant, the applicant's signature indicates consent to nomination.)

Damaris Hollingsworth  
Applicant's Signature

5.31.17  
(Date)

Mail or Submit In Person:  
Office of Secretary of State  
Open Appointments  
180 State Office Building  
100 Rev Dr Martin Luther  
King Jr Blvd  
St. Paul, MN 55155-1299

Phone: (651) 297-5845  
Email: [open.appointments@state.mn.us](mailto:open.appointments@state.mn.us)  
Online application:  
<http://www.sos.state.mn.us/index.aspx?page=5>

Applicants will not  
receive an  
acknowledgement of  
submitted  
applications; the  
appointing authority  
will notify you if an  
interview is desired.

FOR OFFICE USE:  
Sub by AA: \_\_\_\_\_  
AA: \_\_\_\_\_  
Trans Date: \_\_\_\_\_  
Rev.04-2014