First Person

Second Person

Company

Address 1

Address 2

City State, Zip

Date

Dear Name and Name:

Thank you for your privacy complaint dated DATE. I have reviewed it and determined your concerns about the requirements listed in your divorce papers are outside of my, and the Department’s, jurisdiction. Regarding the concerns noted about your children’s sleeping arrangements, while visiting their stepmother, please call the Division of NAME at NUMBER (toll free), for additional information. Thank you for the opportunity to be of assistance.

Sincerely,

Firstname Lastname

Title Title Title