**Please Print on Local Public Agency Letterhead**

**and replace all red text below with information related to your request.**

[Choose Letter Date]

Mr. Jared D. Wiley

Director

Arkansas Department of Transportation

P.O. Box 2261

Little Rock, AR 72203

 Re: Structure(s) # XXXXX

 Road Name

 City or County Name

Dear Mr. Wiley:

Local Public Agency Name would like to be considered for Federal-aid funding for (choose: repairs/replacement) of the referenced structure(s) through the Arkansas Department of Transportation’s Local Bridge Program. The structure(s) is/are located (include a description of the structure(s) location(s), including street/waterway name that is crossed, and any other relevant information).

 Sincerely,

 NAME & OFFICE

 (Sponsor’s CEO)