Name
Address

Dear __________________________:

The total value of your countable resources is _____________. This exceeds the resource limit of $3,000 for your case. If you disagree with the designated value of any of the vehicles listed below, you may provide verification of a lesser value from knowledgeable persons. You must provide the information no later than ________________.

Model: ________________________________ Value: ________

Model: ________________________________ Value: ________

Model: ________________________________ Value: ________

To challenge the value of any of the above vehicles, you must provide the following information to your worker:

1. A statement must be written, signed, and dated and include the qualifications of the individual or agency making this determination. Knowledgeable sources include car dealers, insurance companies, body shops, banks, lending institutions, or other sources which deal with the particular item.

2. The statement must include specific information on the item, such as make, model, description, color, and a reasonable sale price for the item.

If you fail to provide the required information by the date given above, we will count the full value of your vehicles and close your case.

If you need additional information or help with this process, you can contact social services, your attorney, or your legal services office for help.

____________________________________
Signature of Caseworker

______________________________
Telephone