

## INSTRUCTIONS FOR APPLICATION ACKNOWLEDGEMENT CARD

In accordance with the provisions of the Personnel Privacy Statute NC G.S. 153-98, we can only acknowledge receipt of your application by return of the Application Acknowledgment Card or in person with proper identification.

Please fill in the requested information on both sides of the card. This is our method of acknowledging receipt of your application, if it is mailed.

**PLACE A STAMP ON THE ACKNOWLEDGEMENT CARD TO ENSURE DELIVERY BY THE POST OFFICE.**

Wake County  
Personnel Department  
336 Fayetteville Street Mall  
Raleigh, North Carolina 27602

PLACE STAMP  
HERE. POST  
OFFICE WILL  
NOT DELIVER  
WITHOUT  
PROPER  
POSTAGE.

## APPLICATION ACKNOWLEDGEMENT CARD

Dear Applicant:

We have received your application for the position of

\_\_\_\_\_.

The hiring department will contact those applicants selected for interviews. This process may span several weeks from the advertised closing date.

The Personnel Department will notify all applicants when the position has been filled.

Thank you for your interest in serving the citizens of Wake County.

Sincerely,

Recruitment Division

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code