Early Learning Coalition of the Nature Coast
Serving Citrus-Dixie-Gilchrist-Levy-Sumter Counties

Returned Waitlist Application: History Notes

Name of Parent/Caregiver: _____

Address: _____

Telephone: _____

Date Initial Waitlist Application Received: _____

Date Incomplete Waitlist Application Returned to Parent: _____

Date	Notes and Client Services Counselors Signature

Note: ELCNC307: Returned Waitlist Application History Notes must be transferred to EFS history. ELCNC-307 will be maintained in a "Waitlist Returns" file and attached to the complete waitlist application when the parent submits an acceptable application. EFS and ELCNC-307 will be updated to reflect receipt. The complete application will then be logged utilizing ELCNC-306 Complete Waitlist Applications: Counselor Tracking Form.