



**North Carolina Department of Commerce**  
***Division of Workforce Solutions***

XXXXXXXXXX, Governor

XXXXXXXXXXXXXXXXXX, Secretary

XXXXXXXXXX, Assistant Secretary for Workforce

**TO:** (First Name) (Middle Initial) (Last Name)

**SSN:** xxx-xx-\_\_\_\_

(Address)

**Date:**

(City) (State) (Zip code)

You have been selected to participate in the Reemployment Services and Eligibility Assessment (RESEA) Program offered by the Division of Workforce Solutions (DWS). Your appointment date, time, and location are listed below. Participation in this program is **mandatory**. Failure to attend your appointment may impact your eligibility for unemployment insurance benefits. **You must bring valid photographic identification (ID)**. Photographic ID will be required in order for you to complete this appointment. Acceptable valid ID is a photographic ID issued at the federal, state or local government level, such as a driver's license, passport or government ID card. Please bring your work search record and a copy of your resume with you. The RESEA Orientation and related activities may last up to two (2) hours. Questions about this notification should be directed to the NCWorks Career Center listed below.

WHERE: Hendersonville Career Center  
48 Grove Street  
Hendersonville, NC 28472

PHONE: (704) 566-2870

FAX: (704) 566-2857

WHEN: 05/20/2017

TIME: 11:00 AM

Please show this letter to the receptionist when you arrive at the Career Center. If you are unable to make this appointment, you must contact the Career Center to reschedule as soon

as possible. As a RESEA participant, you will meet with a member of our staff who will assist you in developing an individualized plan to assess your career options and provide in-depth services that will help you become more competitive in today's labor market.

If you have internet access, you should register for work or update an existing registration in our job search and referral system, NCWorks Online at <https://www.ncworks.gov> prior to your appointment. As a registered jobseeker with NCWorks Online, you will have access to a full range of services to assist in your reemployment; such as job openings, career assessment tools, educational services, resume preparation, cover letter templates and other career resources. While online, you may access the Career Services link which provides labor market and career information based on your interests and work experience. If you use any of the tools from this link, please save online or bring the suggested list of careers or other documentation to verify completion of these online career tools when you come in for your appointment. Completing the steps above will greatly expedite your visit.

If you have returned to work, please notify the Career Center listed above by telephone or fax. Additional contact information can be found at <https://www.ncworks.gov>, under Resources and Services, select "Find a NCWorks Career Center" or you may check your local telephone directory.

If you have not returned to work, we look forward to seeing you on the appointed date and time.

If you have the ability to scan Quick Response (QR) codes, the QR codes below will take you to NCWorks Online and the NC Division of Workforce Solutions.

