

*Sample Letter to Request a State Aid City Street Program Project  
(Print on City Letterhead)*

July 08, 2022

State Aid Street Committee  
P. O. Box 38  
North Little Rock, AR 72115-0038

Dear Committee:

The City of (city name) is requesting assistance from the State Aid Street Committee to improve the following city streets in (city name):

<b>Priority</b>	<b>Street Name</b>	<b>Length</b>	<b>Type of Improvement</b>
1.	Main Street	0.5 mile	Overlay
2.	Cedar Street	0.4 mile	Overlay
3.	Broadway Street	0.3 mile	Surface

Improvements to these streets are a high priority for the City. Any assistance will be greatly appreciated.

You may contact me in my office at (501) 555-1111 or on my cell at (501) 333-2863. My email address is mayorofcity@city.com.

Sincerely,

Bill Best  
Mayor of (city name)