

(Print on Local Agency Letter Head)

Date

Participant Name  
Participant Address

Dear (Participant name):

This letter is to remind you to return the breast pump loaned to by the WV WIC Program. Please return the pump to \_\_\_\_\_ by \_\_\_\_\_ so that other women may use it.

If you have any questions, feel free to contact \_\_\_\_\_ .

Sincerely,

(Breastfeeding Coordinator Name)

cc Stephanie Whitney, WV WIC Breastfeeding Coordinator

(Rev. 4/07)