

**Date Application Received:** 7/3/01

**Date of Preliminary Review:** 8/8/01  
(Note: Must be within 10-days of received date)

**Results:** X Application Complete \_\_\_\_\_ Application Incomplete

**Date Incomplete Letter Sent:** \_\_\_\_\_

**Deadline to Submit Requested Information:** \_\_\_\_\_

**Phone Call Date:** \_\_\_\_\_  
(Note: Only applies if requested data is not submitted within the 7-day deadline)

**Phone Log Completed?** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Date Application Processed:** 8/8/01

**Date Application Returned:** \_\_\_\_\_  
(Note: Only as a last resort & only after repeated attempts by the Division to obtain the necessary information to process the application)