

MAXIMUS

Important Information

MAXIMUS Ticket to Work

P.O. Box 1433

Alexandria, Virginia 22313

May 20, 2005

Claim Account Number: 111-11-1111 A

JOHN SMITH

ABC EMPLOYMENT NETWORK

123 MAIN STREET

ANYTOWN, USA 12345

Notice Code: G0p01000

Re: 24-Month Timely Progress Review - Favorable

Name: SALLY SAMPLE

SSN: 111-11-1111 A

We have reviewed your client's progress under the Ticket to Work Program and found that she has met the requirements for the initial 24-month timely progress review. This means that effective [April 1, 2005](#) your client passed her initial 24-month timely progress review and we consider her to be using her ticket.

We assume that your client will continue to use her ticket by following her employment plan unless your client or a member of your organization reports a change to us.

About Your Client's Progress

Your client has demonstrated that, for the 24 months that she was using her ticket, she has actively participated in the employment plan that she and a member of your organization agreed upon. Additionally, her employment plan includes a goal of at least three months of work at or above the substantial gainful activity level and she is expected to achieve this goal by the time of her first 12-month timely progress review.

The Next Review

When your client decides to participate in the Ticket to Work Program, she is given 24 months to show progress toward self-supporting employment. We review your client's progress toward self-supporting employment after the first 24-month period that she uses her ticket and every 12 months after that first period.

We will conduct your client's first 12-month timely progress review on [April 1, 2006](#), if her ticket remains assigned. Your client will pass her timely progress review when she demonstrates that she worked and earned at or above the substantial gainful activity level for at least 3 out of the 36 months that she was using her ticket and her ticket was assigned.

The substantial gainful activity level changes each year. Your client's earnings must be at or above the substantial gainful activity level that applies for the year earnings are reported.

If You Have Questions

As our valued partner in the Ticket to Work Program, we appreciate your interest and commitment. We look forward to working with you to serve your needs. We invite you to visit the www.yourtickettowork.com and www.ssa.gov/work websites regularly for program updates, general information, and training opportunities.

If you have any questions regarding the Ticket to Work Program, please contact us at 1-866-968-7842 or TDD 1-866-833-2967. You can also write to us at the following address:

MAXIMUS Ticket to Work
P. O. Box 1433
Alexandria, VA 22313

Sincerely,

MAXIMUS Ticket to Work Program