



**THE DIOCESE OF YAKIMA • PASTORAL OFFICE**  
**LA DIÓCESIS DE YAKIMA • CENTRO PASTORAL**

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**Memo**

**To:** \_\_\_\_\_ **School Staff**  
**From:** \_\_\_\_\_, **School Principal**  
**Date:** \_\_\_\_\_  
**RE: Intent to return for the 2021-2022 School Year**

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In order to begin planning for the **2021 – 2022** school year, we need to know whether you are interested in returning to serve at \_\_\_\_\_ (**name of school**). Please complete this intent to return form, make a copy for your records, and return it to me no later than \_\_\_\_\_ (**date**). Please be aware that by completing this form you are **NOT** guaranteed employment for the **2021-2022** school year. The sole purpose is for us to have early notification from those of you who are no longer interested in employment with us.

Certified Staff: Please remember it is your responsibility to keep your certificate current, and a copy filed with us.

If you have any questions about this form, please contact me. Thank you.

I, \_\_\_\_\_, would like to be considered for employment for the **2021-2022** school year.

I, \_\_\_\_\_, have chosen to seek employment elsewhere and do not wish to be considered for employment for the **2021-2022** school year.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

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