# Los Angeles County
# Workforce Innovation and Opportunity Act (WIOA)
# Business Services
# Agency Contact Information Update Form

Economic & Business Development uses these contacts for all programmatic needs, including releasing program updates, changes, and requirements. It is the agency's responsibility to ensure the contact list is up to date at all times.

| ☐ Comprehensive AJCC | ☐ Affiliate AJCC | ☐ AJCC | ☐ Other |
|---|---|---|---|

| | |
|---|---|
| *AJCC/Agency Name | |
| *Address | |
| *Phone | |
| *Fax/*TTY (required) | |

Contact Information Update Type (please check one):

☐ Adding a new contact ☐ Updating an existing contact ☐ Removing an old contact

Contact Type (please check one):

☐ Operations Manager
☐ Program Supervisor
☐ Business Services Manager
☐ Business Services Representative

Contact Information:

| | |
|---|---|
| Name | |
| Office Phone | |
| Work Cell Phone | |
| E-mail | |

*Please duplicate this sheet, if you need to submit more changes, than this page allows.*

Operations Manager submitting this form:

| | |
|---|---|
| Print Name | Title |
| Signature | Date |

Form must be completed and sent by the Operations Manager ONLY. Please e-mail the completed form to bservices@wdacs.lacounty.gov.

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