



## VIP SERVICES

[www.VocationalAssessments.Com](http://www.VocationalAssessments.Com)

[VIPServicesTexas@gmail.com](mailto:VIPServicesTexas@gmail.com)

(325) 893-3361

Date: \_\_\_\_\_

You have been scheduled for a vocational assessment on \_\_\_\_\_ to \_\_\_\_\_.

The assessment will be for 3 days. The start times 9:00 to 3:30. There will be a midday break for lunch.

The staff will be traveling from a great distance to provide this service so please ensure you set aside all three days to come to this assessment. If you have a medical appointment that conflicts make arrangements with your counselor to plan this.

Please bring the following items:

Prescription or Reading Eyeglasses  
Any needed medications  
Any needed medical supplies

You will need to have arrangements made for lunch. Either bring a lunch or have someone pick you up or bring you food.

The assessment take place at:

Holiday Inn Conference Room  
2620 Cherry Lane  
Fort Worth, Texas 76116

The staff of VIP Services are:

Rich Adkins 940-368-9032

Counselor Typed Name: \_\_\_\_\_

Signature: \_\_\_\_\_