**ATTACHMENT H-8: NO UNIT AVAILABLE NOTICE**

[COMPANY LETTERHEAD]

[PHONE NUMBER]

[EMAIL ADDRESS]

[FAX NUMBER]

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

[APPLICANT'S NAME AND ADDRESS]

Re: [PROJECT NAME]

Log #:\_\_\_\_\_\_\_\_

Dear Applicant:

We have received your application for residency in the project indicated above. Although we have reached your log number, according to the information on your application:[SELECT ONE]

* You do not meet the current guidelines for the remaining available units.
* The unit(s) you qualified for were leased to applicants with lower log numbers
* Your appeal has been accepted; however, you qualify for a unit that is no longer available
* All units have been leased and your log number was not reached for further processing.

Household size on application: [APP HOUSEHOLD SIZE]

Income on application: [APP INCOME]

The current available units are as follows:

[INSERT INFO FROM AD--ONLY FOR AVAILABLE UNIT TYPES]

**If you believe your household qualifies for the available units listed above, you must contact this office in writing, within ten (10) business days of the sent date or postmark of this notice**. You must include a copy of this notice and documents to support any updates to your application information which would now qualify you for these units.

If you are appealing on the grounds that you or another individual on the application is a victim of domestic violence, dating violence, sexual assault, or stalking, refer to the Notice of Rights under the Violence Against Women Act (VAWA), below. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.

Sincerely,

[NAME]

Owner/Manager

**[INSERT HOUSEHOLD SIZE AND INCOME CHART OR ATTACH PROJECT ADVERTISEMENT]**

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[INSERT ATTACHMENT Z]