**ATTACHMENT H-6**: **WAITING LIST NOTICE**

[COMPANY LETTERHEAD]

[PHONE NUMBER]

[EMAIL ADDRESS]

[FAX NUMBER]

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

[APPLICANT'S NAME AND ADDRESS]

Re: [PROJECT NAME]

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

Dear Applicant:

Thank you for your application for the project indicated above.

Due to the fact that we received an extremely large number of applications, we will not be able to accommodate all those who have applied.

Your application is on the project’s waiting list. As units become available, we will process the next eligible household on the log. When your name is reached, we will contact you at this address. Naturally, if there is any change in your contact information, you must notify the management office immediately.

We may contact you in the future to confirm your continued interest in remaining on this waiting list and to update your application information.

If you wish to be removed from the waiting list, please contact us in writing. Please reference the above log # when contacting this office.

Sincerely,

[NAME]

Owner/Manager