

COMMUNITY CONTACT LETTER

Date

To: _____

Property: _____
Address: _____

Telephone: _____
TDD #711

RE: Available Rental Housing

Dear Madam or Sir:

We manage “_____ Apartments”, a _____ unit apartment community located in _____, Kentucky. We are interested in any referrals, particularly minority families and female-headed household families or persons which you or your organization may wish to make. Our apartment homes will be available for rent on a “first come first serve” waiting list. It is the policy of this Company to provide housing on an Equal Opportunity basis. We do not discriminate on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, or reprisal. All Fair Housing and Equal Opportunity requirements will be adhered to. This will include any other class of person as enacted by State or Local ordinance.

“_____ Apartments” is a community consisting of _____ one-bedroom apartments, _____ two-bedroom apartments, _____ three-bedroom apartments and _____ four-bedroom apartments. Each one is equipped with a range, refrigerator, air conditioning and carpeting. The community provides laundry facilities for use by residents. Periodically we may have a barrier-free apartment available. Rent is based on income.

Should you desire further information, or should you wish to refer prospective renters to us, please contact me at the above referenced phone number.

Sincerely,

On-Site Manager

cc: Compliance file