

## 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 that 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. 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