

RE-CERTIFICATION NOTICE - FOLLOW UP

Dear _____:

On _____, we sent you a notice requesting that you contact _____ for your periodic re-certification interview. To date, you have not responded to our request.

Please contact _____ immediately at _____ to schedule this meeting. If you do not make this appointment within ten (10) calendar days of the date of this notice, as of the first of the month, _____ **YOU RENT WILL INCREASE TO** \$_____ (market rent amount) per month.

Please do not make us increase your rent. Call today to discuss your re-certification and any possible change in your rent. Your cooperation will be appreciated.

Sincerely,

“This institution is an equal opportunity provider.”

