

NYE MANAGEMENT

Property Name: _____
Site Manager: _____
Telephone Number: _____

Date: _____

Dear: _____

_____ We Have reviewed your application and have added your name to the waiting list. When an apartment becomes available we will complete the application process and verify all information.

We are unable to take favorable action on your application for tenancy due to the following reason(s).

- _____ Fails to meet the age requirements to occupy a unit in designed elderly project.
- _____ Household income exceeds the moderate income level of the county.
- _____ Household income does not meet the minimum income level.
- _____ A history of unjustified and chronic non-payment of rent or financial obligations.
- _____ A history of violence and harassment of neighbors.
- _____ A history of disturbing the quiet enjoyment of neighbors.
- _____ A history of violations of the terms of previous rental agreements.
- _____ The applicant has had a previous felony conviction.
- _____ Failure of the tenant to move-in to the apartment.
- _____ The applicant withdrew their application.
- _____ We were not able to contact the applicant by phone.
- _____ Postponed due to income exceeding tax credit compliance regulations.
- _____ Failure to obtain information to complete application/rental proceedings.
- _____ No units available for your family size in this complex.
- _____ All units are currently full, We will place you on our waiting list if you wish.
- _____ Failure to meet the requirements set forth by the Tenant Selection Criteria.
- _____ Unable to establish credit history (No Credit).

In accordance with Federal Law and the US Departments of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability (Not all prohibited bases apply to all programs). To file a complaint of discrimination, write: USDA Director Office Civil Rights, 1400 Independence Ave. S.W. Washington, D.C. 20250-9410, or call (800)795-395-3272, or 202-720-6382 (TDD).

Tenant has 14 days from the date of this letter in which to discuss the results of this finding.

You also have the right to appeal this decision. Even though you do not qualify for these units at this time, this does not prevent you from applying if your situation should change. Persons with disabilities have the right to request reasonable accommodations to participate in the informal hearing process.

Sincerely,

Site Manager

If you have been turned down due to credit history you are eligible to receive a copy of your credit report from Trans Union Credit. You may contact them at the address or phone number listed below:

Trans Union 1-800-888-4213
2 Baldwin Place, P.O. Box 1000, Chester, PA 19022

