

General Information Notice – Non-Displacement
Residential Tenant

LETTERHEAD

(Date)

Dear _____:

On (date), (property owner) submitted an application to the (Grantee) for financial assistance to acquire / rehabilitate the building, which you occupy at (property address).

This notice is to inform you that if the assistance is provided and the building is rehabilitated, you will not be displaced. Therefore, we urge you **not to move** anywhere at this time. (If you do elect to move for reasons of your choice, you will not be provided relocation assistance.)

If the application is approved and Federal assistance is provided for the rehabilitation, you will be able to lease and occupy your present apartment (or another suitable, decent, safe and sanitary apartment in the same building) upon completion of the rehabilitation. Of course you must comply with standard lease terms and conditions.

Again, we urge you not move. If the project is approved, you can be sure that we will make every effort to accommodate your needs. Because Federal assistance would be involved, you would be protected by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, provided you are a citizen, a natural, or an alien lawfully in this county.

Legislative changes prevent persons who are aliens not lawfully present in the United States from receiving relocation benefits, including temporary relocation benefits. Such aliens are not eligible for relocation advisory services and relocation payments, unless such ineligibility would result in exceptional hardship to a qualifying spouse, parent, or child. The exceptions are explained in the regulations. A copy is enclosed. All persons seeking relocation assistance must certify, as a condition of assistance, that they are all citizens or nationals of the United States, or an alien lawfully present in the country. For families the certification may be made by the head of the household for all family members.

This letter is important and should be retained. You will be contacted soon. In the meantime, if you have any questions about our plans, please contact (name), (title) at (phone), (address).

Sincerely,

(Name and Title)

Enclosures (If the relocation brochure is enclosed, and the regulations)