

Date: _____

Landlord: _____

Address: _____

City, State, Zip: _____

Tenant: _____

Address: _____

City, State, Zip: _____

Please note that effective _____ you will be
(Date)

receiving \$_____ in rent from the tenant indicated above and
\$_____ from the grant administrator.

If you have any questions, please contact the case manager at

(phone/email).

Thank you,
Grant Administrator

