

FORMAT FOR ACKNOWLEDGEMENT LETTER

Dear _____:

SUBJECT: Project No.: _____
Address: _____

We have received your application for a fund reservation for housing for persons with disabilities under the Section 811 Capital Advance Program.

Upon preliminary evaluation, your application was found:

- Complete and acceptable for consideration.
- Incomplete. Before it can be given further consideration, the following must be received in this Office within 14 calendar days from the date of this letter:

Please note that any information requested by this letter must be received within the specified 14 days in order to assure timely consideration of all funding requests. If the information is received after that period, the application will be rejected. This Office will inform you when final action is taken on your application.

Any material requested above should be addressed to _____

_____. 1/

Thank you for your interest in HUD's Section 811 Program.

Sincerely,

Housing Development
Director

cc: Housing Consultant

1/ Insert name of Housing Development Director and the address of the Field Office.