# Notification to Tenant: Notice of Reapplication

Last Updated: June 30, 2021

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| **Purpose:** | Owners and property managers must distribute this letter (on its letterhead) to all tenants **requesting additional assistance beyond the original request** with eligible arrearages incurred during the eligible SHERA Period. The household has at least five (5) days to respond if it wishes to decline the additional assistance. If the household does not opt out of the additional assistance within that time, the owner/agent may then submit the additional claim through the SHERA Portal. *Note: Households that have already signed a Tenant Certification of Rental Assistance Eligibility for the owner to apply to SHERA on their behalf do not need to complete a new certification to receive additional assistance.* |
| **To:** | Tenant Head of Household  |
| **From:** | Property Owner / Authorized Agent |
| **Timing (When to send):** | When owner plans to Re-Apply for additional months or rental arrearages in SHERA program  |
| **Subject:** | Re-Application Opt-Out Notice - Emergency Rental Assistance (SHERA) Program  |
| **Attachments:** |  |

***MODEL TEXT BELOW***

Dat: \_\_\_\_\_\_\_\_\_

Chè \_\_\_\_\_\_\_\_\_\_:

Lèt sa a se pou nou enfòme w nou pral aplike pou pwogram Subsidized Housing Emergency Rental Assistance (SHERA) a pou plis asistans ak lwaye sou kont ou. Demann nan pral mande yon total de $\_\_\_\_\_ nan lwaye ke w dwe pou [insert month(s)].

Si w ta gen nenpòt kesyon oswa si w vle refize asistans lwaye siplemantè a, tanpri kontakte \_\_\_\_\_\_\_\_\_\_\_\_ avan [at least 5] jou depi dat lèt sa a. Si nou pa tande w avan sa, nou pral depoze demann nan pou pwogram SHERA a sou kont ou.

Pou asistans pou w konprann lèt sa a, pou asistans lengwistik, oswa pou akomodasyon rezonab, tanpri kontakte \_\_\_\_\_\_\_\_\_\_\_\_\_.

Si w pa elijib pou finansman SHERA selon direktiv yo pou pwogram nan, nou pral diskite lòt opsyon pou ede w peye kèlkeswa lajan lwaye an aryè ou dwe.

Sensèman,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pwopriyetè oswa Manadjè Pwopriyete a

