



Division/Branch
Address
Town/City MB Postal Code
manitoba.ca/housing

Name
Title
E-mail address
Tel: (204) 945-xxxx
Toll Free: 1-800- if avail
Fax: (204) 945-xxxx

<<Date>>

<<Leaseholder name>>

<<Co-Leaseholder name>>

<<Address>>

<<City/town, MB postal code>>

Client ID: <<Client ID>>

Client ID: <<Client ID>>

Unit Offer

Dear << Leaseholder and Co-Leaseholder >>:

Housing that meets your needs has become available in a location you have requested. It is available for occupancy **[[Date unit will be available]]**.

Please contact our office no later than **[[Enter date to contact MH office: 10 business days from letter date]]** to make arrangements to view the unit. If we do not receive a response by this date, the offer for housing will be withdrawn and your application will be cancelled.

If you have any questions or concerns, please contact me.

Regards,

<<Sender Name>>

<<Sender Title>>

Tel: <<Sender Tel>>