



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>>

Application Reference: <<App Ref>>

<<Applicant name>>

Client ID: <<Client ID>>

<<Co-Applicant name>>

Client ID: <<Client ID>>

<<Address>>

<<City/town, MB postal code>>

Application Update

Dear << Applicant and Co-Applicant >>:

Manitoba Housing has a limited supply of rental properties and therefore applicants are housed based on their assessed need for housing.

It is important that your application information is up to date to help us better assess your situation. Please contact our office at 204-945-4663 or 1-800-661-4663 by [[Enter date 10 business days from letter date MMMM DD, YYYY]] to confirm that you are still in need of housing.

If we do not hear from you by this date we will conclude that you no longer require housing and your application will be cancelled.

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

Regards,

<<Sender Name>>

<<Sender Title>>

Tel:<<Sender Tel>>