

Notice of Non-Eligibility
(Sample form)

Date _____

To _____ From _____

Dear Applicant(s):

We have received your application dated _____. We are sorry to inform you that your application for tenancy is not approved due to:

- Unable to verify income source for the following household member(s):

- Household does not meet eligibility requirements regarding income.
- Registration as a State sex offender.
- Evicted in the last three (3) years from federally assisted housing for drug-related criminal activity.
- Illegal use or pattern of illegal use of a drug that may interfere with the health, safety, and right to peaceful enjoyment of the property by other residents.
- Abuse or pattern of abuse of alcohol that may interfere with the health, safety, and right to peaceful enjoyment of the property by other residents.
- Other (Specify): _____

Sincerely,

Apartment Manager

