[DATE]

[Applicant Name

Applicant Address]

RE: Home Accessibility and Repair Program (HARP) Wait List Update

Dear [Applicant Name]:

We are in the process of updating the Home Accessibility and Repair Program (HARP) Wait List. If you are interested in remaining on the Wait List, please complete the enclosed form and return it to:

[CAA Name]

[Attention: \_\_\_]

[CAA Address]

Please mail the completed form back to [CAA], or drop off in person at [CAA Name] office [CAA Office Address] no later than [Deadline Date]. If you need additional time to respond you will need to request a reasonable accommodation by contacting MaineHousing at 207-626-4600 or 800-452-4668 and select option 2 and then option 3 from the menu items or email EHSHousing@mainehousing.org.

If the completed form is received after the deadline date above you will be **moved to the bottom of the wait list**.

If you do not return the completed form, your name may be **removed from the wait list**.

If you have any questions, please call us at [CAA phone number].

Sincerely,

[Signature]