

«today»

### **Confirmation of Rejection of First Unit Offer**

«full\_name»

«address\_line1»

«address\_line2»

«address\_line3»

«city», «state» «zip»

Dear «full\_name»:

This letter is to confirm that you have rejected the first unit offer provided to you for «communities\_on\_wait».

In conjunction with the screening policies and procedures for «communities\_on\_wait», you are provided two offers for housing. You will be provided with one more offer for housing at this community; the date and time of this offer is unknown, as is the location or unit to be offered at that time.

If you reject the second offer, you will be removed from the waiting list.

Sincerely,

«rental\_agent»

Leasing Agent