

# INCOME CHANGE NOTICE

09.14.2020

Dear Valued Resident,

We treasure our relationships with our tenants and wanted to reach out to you in these difficult and uncertain times. The COVID-19 pandemic, and the measures being taken to reduce transmission of the virus will mean adjustments and challenges for all of us. The health and safety of our tenants and employees are our top priorities. We also want you to know that we will be working with you to ensure your housing is secure, despite the challenges ahead.

If you have experienced a substantial loss of income due to the current situation, and are unable to pay rent, we ask that you notify us as soon as possible so that we can discuss alternative arrangements to accommodate your situation. For your convenience we have attached the *tenant declaration* that must be returned to your leasing office and a *list of organizations that offer rental assistance*. Enclosed are also the *steps to apply* and the application.

It is our intention to work with our tenants to get us all through this challenging time. Please do not hesitate to call us, if we can be of any assistance. Remember you can call us on our 24-hour line at 803.251.2747.

We wish you and your family well. Be kind, be calm, and be safe. We are in this together.

Sincerely,

Your Property Management Team

