



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>>

<<Leaseholder name>>

<<Co-leaseholder name>>

<<Address>>

<<City/town, MB postal code>>

Client ID: <<Client ID>>

Client ID: <<Client ID>>

Tenant Requested Move Pending

RE: Move Request Number <<##>>

Dear << Leaseholder and Co-leaseholder >>:

To process your application for a move to another Manitoba Housing property we require additional information regarding **[[Enter information required to complete the move request]]**.

Please submit this information as soon as possible so that we can process your request and advise you of your eligibility.

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

Regards,

<<Sender Name>>

<<Sender Title>>

Tel:<<Sender Tel>>