*[YWH Agency Name and Address]*

[*Date*]

[*Landlord Name and Address*]

**RE: [Client Name]’s Re-Certification for Your Way Home Rapid Re-Housing Program Assistance**

Dear *[Landlord Name];*

This letter is to inform you that *[Client Name]*, residing at *[Unit address],* has been re-certified for housing assistance through the Your Way Home Rapid Re-Housing Program. The Rental Agreement for the next three months is attached for your review and signature.

*[Client Name]*’s income and financial information will be reviewed again in three months. If it is determined that the client remains eligible for the program, a new Rental Agreement will be created.

Please contact me at *[Phone Number]* with any further questions. Sincerely,

*[Housing Locator Name]*

*[Agency]*