



SUPPORTS TO ENCOURAGE LOW-INCOME FAMILIES

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Jeffrey A. Diver  
*Executive Director*

To Whom It May Concern:

This is to inform you that your resident will be receiving an air conditioner from the Summer Cooling Crisis Program. The resident is considered the owner of the air conditioner unit and if the resident moves from their current address, they may relocate the unit with them.

Thank you for your cooperation

Client's Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date \_\_\_\_\_

Landlord's Signature \_\_\_\_\_