

## Chapter 11 Part 1f – Notice of Noncompliance

### Notification of Noncompliance

Date:

Dear:

Please be advised that Shelton Housing Authority has not received documentation evidencing completion of ninety-six (96) hours of community service for the following members of your family:

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All non-exempt adult members of the family must complete the community service hours as a part of the annual recertification process. If you feel one or more of the above listed family members may be eligible for an exemption, please contact the Shelton Housing Authority.

You may also be eligible to enter into an agreement to complete deficient service hours.

In the event service hours have not been completed for all adult members, you may be issued a thirty (30) day notice of lease termination. Your cooperation in this matter is needed to assist in preserving your housing opportunity.

Sincerely,

Executive Director