

2025 Federal Government Shutdown

Letter to Impacted Resident

[DATE]

NAME

STREET ADDRESS

CITY, ST ZIP

Dear XXXX,

Thank you for contacting us regarding the temporary federal government shutdown. We realize that during the shutdown, as an affected individual, your income has been furloughed, and you may experience difficulties meeting the conditions of your lease.

We understand the extenuating and impermanent nature of these difficulties, and pursuant to our conversation with you, we are prepared to offer the following options to protect your residency in good standing:

- Provide a reduced monthly payment of \$XX, which defers \$XX of your usual full monthly payment of \$XX. The deferment will be repaid over XX extra monthly payments of \$XX, which will bring you current as of [Month] [Year].
- Offer a split-pay option, where you pay half of your rent on the 1st of each month and the other half on the 15th.
- Forgo fees for late payment pursuant to [section X] of the lease during the time when you are unable to return to work.

We appreciate your initiative, and your directness in contacting us regarding this matter. We greatly value having you as a resident and look forward to a timely resolution of this situation. Please maintain close communication with your point of contact, [name], as the situation progresses regarding your income.

Thank you again for reaching out to us, and please don't hesitate to contact [name] with any questions regarding this arrangement, or if we can be of any further assistance.

Best Regards,

[Name]