

Date: [Current Date]

Subject: URGENT: Relocation Support for Residents of [Building Name/Address]

To Whom It May Concern,

This letter serves as official notification and a request for immediate relocation assistance for the resident(s) listed below. The property located at **[Full Property Address]** has been officially condemned by **[Name of Department/Agency]** effective **[Date]**.

Resident Name(s): [Name of Residents]

Unit Number: [Unit Number]

Reason for Condemnation: [Briefly state reason, e.g., structural failure, fire damage, health hazard]

Due to the unsafe conditions of the structure, all occupants are required to vacate the premises immediately. This situation has created an emergency housing crisis for the displaced individuals. We are formally requesting your support in providing or facilitating the following:

- Emergency temporary housing or shelter vouchers.
- Priority placement in affordable or subsidized housing programs.
- Financial assistance for moving expenses and security deposits.
- Access to essential social services and basic necessities.

The residents must secure alternative housing by **[Deadline Date]** to ensure their safety and well-being. Attached to this letter, please find a copy of the official Condemnation Order issued by the local authorities.

Your prompt attention to this urgent matter is greatly appreciated. Please contact **[Your Name/Organization]** at **[Phone Number]** or **[Email Address]** to coordinate assistance.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Organization]