



**Division/Branch**  
Address  
Town/City MB Postal Code  
**manitoba.ca/housing**

Name  
Title  
E-mail address  
**Tel: (204) 945-xxxx**  
**Toll Free: 1-800- if avail**  
**Fax: (204) 945-xxxx**

<<Date>>

<<Leaseholder name>>>  
<<Co-Leaseholder name>>  
<<Address>>  
<<City/town, MB postal code>>

Tenancy Reference: <<Tcy Ref No>>  
Client ID: <<Client ID>>  
Client ID: <<Client ID>>

## Unit Alteration Not Approved

Dear << Leaseholder and Co-Leaseholder >>:

We have reviewed your request to make alterations to the unit located at <<Unit address>>. Your request to **[[Enter alteration request to: (widen the doorway, install a wheel chair ramp, install a lift, etc)]]** has not been approved.

If any alterations are made to your unit without prior written authorization from Manitoba Housing you may be putting your tenancy at risk.

Please be aware that you have a right to have this decision reviewed. A request to review must be submitted within 60 days of the date of this notice. For more information about this process, please contact the:

Manitoba Housing Review Committee  
600-352 Donald Street  
Winnipeg, Manitoba R3B 2H8  
Phone: (204) 945-5477  
Email: [ManitobaHousingAppeals@gov.mb.ca](mailto:ManitobaHousingAppeals@gov.mb.ca)

If you have any questions or concerns, please contact me.

Regards,

<<Sender Name>>  
<<Sender Title>>  
Tel:<<Sender Tel>>