



Letter of Intent to Sell

Name of Seller(s): _____

Mailing Address: _____

E-mail: _____

Phone: _____

Date: _____

Jackson/Teton County Affordable Housing Department
P.O. Box 714
Jackson, WY 83001
bjennings@tetonwyo.org

RE: Property Address _____

Dear Jackson/Teton County Affordable Housing (Housing Department):

This letter is to provide notice to the Housing Department of the intent to sell my (our) home located at:

The following "**pre-approved**" improvements have been made to the home, for which I (we) would like to receive Capital Improvement Credits; all pertinent receipts have been submitted and approved.

I (we) understand that the next step is to schedule a meeting with the Housing Department staff to enter into a Facilitation Agreement, which will enable the Housing Department to help find a Qualified Household to purchase the home. The sale process will be discussed in its entirety.

The following dates and times work for my (our) schedule to meet:

Date (Mon. – Fri.)	Time (8:00 – 4:00)
_____	_____
_____	_____
_____	_____

Sincerely,

Seller(s)

Seller(s)