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Governor



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Commissioner

New York State Division of Housing and Community Renewal
25 Beaver Street
New York, NY 10004

HOUSING MANAGEMENT BUREAU MEMORANDUM # 2008-B-11

To: All Housing Companies
Owners, Managing Agents and Site Managers

From: Robert Damico, Downstate Director
Housing Management Bureau

Date: July 17, 2008

Subject: Public Access to the Mitchell-Lama Automated Waiting List System

The Division has recently added the following two functions to its web-based Mitchell-Lama Automated Waiting List (AWL) system which are available to the general public:

- General Waiting List Report – This report provides basic marketing and contact information for the selected development and enables the user to generate transfer and admission waiting lists for each available apartment size showing the position, number and date of active applications.
- Waiting List Position Inquiry – This query provides basic marketing and contact information for the selected development and enables applicants to check their current waiting list position by entering their application number.

We invite you to check out these new features @ <http://www1.dhcr.state.ny.us/awlstatus/> and we would appreciate your comments.

Corrections or updates to marketing or contact information, which is derived from our housing database, should be directed to your assigned representative or to Mohammed Siddiqui at (212) 480-7340 or msiddiqui@nysdhcr.gov. Questions concerning the new AWL functions or the waiting list data for your development should be directed to Veda Ramos at (212) 480-7345 or vramos@nysdhcr.gov.

A handwritten signature in black ink, consisting of a large, stylized 'R' and 'D' intertwined, with a horizontal line underneath. Below the signature is the printed name "Robert Damico".

Robert Damico