

To Senior Housing Officer
(Allocations)

Dear Sir/Madam

You wrote to me on _____ to advise me of
my points award.

I would be grateful if you would provide me, in writing, with

- (1) a breakdown of the points I have been awarded
- (2) details of the categories in which these have been awarded
- (3) an explanation of the reasons why these points have been awarded.

I thank you for your prompt attention in this matter.

Yours faithfully