

**ANNEX F**  
**LETTER OF INTRODUCTION**

**PROPOSED DRAFT LETTER**  
**[Will need to be passed through the Association]**

Apartment Association of Greater Los Angeles  
621 South Westmoreland Avenue  
Los Angeles, California 90005-3995

Owner's Name  
Owner's Address  
City, State Zip

January 25, 1995

Dear Apartment Owner:

In response to last year's Northridge Earthquake, the U.S. Department of Housing and Urban Development has redoubled its efforts to assure that government programs effectively and efficiently serve the needs of owners and tenants in disaster situations. As part of this effort, the Los Angeles consulting firm of Hamilton, Rabinovitz & Alschuler, Inc. has been engaged to conduct a study to assess the effect the Northridge Earthquake has had on property owners' plans for their rental buildings, and how local, state and federal programs are working so that they may be improved in the event of a future disaster.

HR&A will soon be contacting a sample of rental property owners whose buildings suffered damage to ask them to participate in a telephone survey. The survey's questions are designed to determine how rental properties such as yours have or will be repaired since the earthquake, what programs and program features property owners have used and found to be most or least helpful, and how they might be improved.

We strongly support this effort and urge you to cooperate with HR&A by providing your best information and most honest opinions about your experiences with the recovery. We hope that the results of the study will improve the speed, efficiency and effectiveness of the government's response if another such disaster should occur.

Sincerely,