



NORTHERN VIRGINIA FAMILY SERVICE

Helping People Help Themselves Since 1924

Proud to be participating In the United Way/CFC Campaigns #8099

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FAX COVER SHEET

Date of transmission: 12/6/95

To whom: Tho Khuc

Location: _____

Phone: () 1

Fax: () 358-5234 204-0394

of pages
inc. this page: 3

From whom: Ruth Muntag 533-2587 phone

Main office, Falls Church, VA 22046

FAX 241-1310

Fax #: (703) 241-1310

Remarks: _____

Voice mailed 2:35 pm

12/7/95



Falls Church, Virginia 22044
703-533-1611

NOTICE TO VACATE AGREEMENT:

Dear [Redacted]

As a follow up to our previous correspondence, Willston Gardens has been sold. We plan to renovate the community which will require all apartments to be vacated.

The following describes the terms and conditions of the agreement between the new management of Willston Gardens Apartments and the resident(s) residing at
2929 Peyton Randolph Drive _____ Apartment _____

1. The resident agrees to vacate said apartment by December 31, 1995. KSI Management Corp., will refund in full the security deposit in the amount of: \$100.00, within thirty (30) days plus interest after the apartment has been vacated.

This agreement upon signature modifies the one hundred and twenty (120) day notice requirement as stipulated in section 55-222 of the Virginia Code.

In exchange for modifying this requirement you may deduct \$370.00 from your December rent. Balance due 1st is \$395.00

2. The apartment must be vacated with all personal belongings and debris removed and all appliances must be left clean.

3. All residents wishing to return to Cambridge Commons following the renovation must call the office to make an appointment to file an application. Certain income criteria requirements apply.

In the event the terms of this agreement outlined above are not followed, the total amount of rent for December 1995, will become due immediately and legal steps will be taken to obtain possession of the apartment.

AGREED TO BY: _____

DATE: _____ BY: _____ (KSI MANAGEMENT CORP., (Agent))

**WILLSTON GARDENS
6168 Williston Drive
Falls Church, Virginia 22044
703-533-1611**

November 28, 1995.

Dear Resident:

The renovation of your community will begin very shortly. We are sure you will be pleased to know that your entire apartment and hallway are going to be included in this renovation program. The following are some of the improvements intended:

- Wall to Wall Carpeting
- New Appliances to include Dishwasher
- New Kitchen Cabinets and Resilient Kitchen Flooring
- Individually Controlled Heating and Air Conditioning
- New Windows
- New Entrances and Hallways
- Playgrounds
- Clubhouse
- Landscaping

To begin the work in your community, we must ask you to vacate your apartment. We have very few available vacant apartments in the community. However, we will be glad to help you locate another apartment in the area. The attached agreement needs your signature as soon as possible so we can provide you with assistance to vacate your apartment by December 31, 1995. In exchange for such short notice, we are also offering a discount on your December rent.

If you have any questions, please contact the office and we will be glad to be of assistance to you and your family.

Sincerely

[Signature]
KSI MANAGEMENT CORP.,