[cover letter from tenant/advocate to landlord with the CDC declaration]

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear [landlord]:

Enclosed please find my signed Declaration under the CDC’s Order for the Temporary Halt in Residential Evictions to Prevent the Further Spread of COVID-19, found at 85 Fed. Reg. 55292 (September 4, 2020) and now effective in Massachusetts.

As you may know, this Order prohibits “any action” by a landlord “to remove or cause the removal” of a tenant who submits such a Declaration. 85 Fed. Reg. 55293. Accordingly, to comply with the CDC Order, I request that you NOT proceed with the [service of a notice to quit][service of a summary process complaint] [filing of a summary process complaint] prior to the expiration of this Order, which is currently December 31, 2020.

I will be in contact with you as soon as I know more about my application(s) for funds to assist with the payment of rent. [In the meantime, I have enclosed a [check][money order] for $\_\_\_\_\_\_\_\_\_ which is as close to the full rent payment that my individual circumstances permit.]

Thank you for your patience and understanding.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[add name, telephone number, and email]

Enc:

cc: Advocate