

**Certified Mail—Return Receipt (No. P406592579) Requested**

C. Austin Fitts  
1735 Fraser Court, N.W.  
Washington, D.C. 20009

Dear Ms. Fitts:

Records or information concerning your transactions held by the financial institution named in the attached subpoena or summons are being sought by the U. S. Department of Housing and Urban Development, Office of Inspector General, in accordance with the Right to Financial Privacy Act of 1978 [12 U.S.C. § 3401 et seq.] for the following purpose: In connection with an investigation relating to the Department's Mortgage Insurance Programs under the National Housing Act.

If you desire that such records or information not be made available, you must:

(1) Fill out the accompanying motion paper and sworn statement (as indicated by the instructions beneath each blank space), or write one of your own, stating that you are the customer whose records are being requested by the Government and either giving the reasons you believe that the records are not relevant to the legitimate law enforcement inquiry stated in this notice, or any other legal basis for objecting to the release of the records.

(2) File the motion and sworn statement by mailing or delivering them to the clerk of any one of the following United States district courts:

United States District Court for the District of Columbia, 3rd and Constitution Avenue, N.W., Room 1825, Washington, D.C. 20001 (\$150 filing fee).

(It would simplify the proceeding if you would include with your motion and sworn statement a copy of the attached subpoena, as well as a copy of this notice.)

(3) Comply with Rule 4 of the Federal Rules of Civil Procedure, and serve the Government officer requesting the records by delivering or mailing (by registered or certified mail) a copy of your motion and sworn statement to: Susan Gaffney, Inspector General, c/o Office of Counsel to the Inspector General, Department of Housing and Urban Development, 451 7th Street, S.W., Room 8260, Washington, D.C. 20410, telephone (202) 708-1613.

(4) Be prepared to come to court and present your position in further detail

(5) You do not need to have a lawyer, although you may wish to employ one at your own expense to represent you and protect your rights.

If you do not follow the above procedures, upon the expiration of ten days from the date of service or fourteen days from the date of mailing of this notice, the records or information requested therein may be made available. These records may be transferred to other Government authorities for legitimate law enforcement inquiries, in which event you will be notified after the transfer, unless notification is not required by law.

Sincerely,



Philip A. Kesaris  
Assistant Inspector General  
for Investigation  
U.S. Department of Housing  
and Urban Development

Enclosures: Subpoena, Motion Form, Sworn Statement Form

Pursuant to: Sections 1105, 1107, and 1108 of the Right to Financial Privacy Act, 12 U.S.C. §§ 3401-3422.