

NOTICE OF INTENT TO VACATE / MOVE

(Notice that participant plans to move at the end of 90-days; required notice to landlord and housing authority.)

Date: _____

Tenant Name _____ Phone # _____

Email Address _____

Unit Address _____

MOVE-OUT DATE _____ *(must be the last day of the month)*

Owner/Landlord Name _____

The **landlord's signature below is confirmation** that:

- He/she has received the Notice to Vacate AND
- Will give the family named above a grace period till the **FIRST** Monday of the next month from the date of this letter to decide to stay before leasing this unit to the next eligible tenant.

The tenant's signature certifies that the Section 8 Participant family:

- Has provided a copy of this written 90-day notice to the landlord.
- Is not bound by a current lease agreement as of the Move-Out Date noted above.
- Will not owe to the landlord/owner any money for outstanding rent, deposits, damages, HOA fines, utilities, etc. at the time of move-out.
- Will not owe any outstanding utility charges (electric, gas, water, sewer, trash), and will make arrangements with the utility company to pay the utility bill(s) that will cover the last month of residence at the time of move-out.
- Will vacate unit as of the Move-Out noted above and will return all keys and devices belonging to the landlord/owner no later than the Move-Out Date.
- Understands failure to meet the items listed above may mean the termination of the family's voucher.

Participant (Tenant) Signature

Date

Landlord Signature

Date

