



Entity Id: _____

HOUSTON HOUSING AUTHORITY

Transforming Lives & Communities

2640 Fountain View Drive ■ Houston, Texas 77057 ■ 713.260.0500 P ■ 711 TTY ■ www.housingforhouston.com

Housing Choice Voucher Program REQUEST TO RELOCATE

Name: _____ Date: _____

Last four of SSN: _____

Current address: _____

(city, state, zip code)

Email address (required): _____

Telephone number: _____

Lease Expiration Date: _____

REASON FOR MOVE: (please select one option)

_____ Eviction (attach notice from Landlord)

_____ Relocate to a new neighborhood

_____ Voucher size change

_____ Reasonable Accommodation (must compete and attach Reasonable Accommodation form)

_____ Other (please provide details) _____

Notice to Vacate (Required)

This is to advise my intentions to vacate the unit located at _____
(Unit's Address) on _____ (Date).

Completing this form does not give you permission to move from your unit by the Houston Housing Authority. Once you have been approved, you may give your landlord notice to vacate based on your lease agreement. To receive your Moving packet, you must submit a copy of your notice to vacate to your housing specialist.

If the Houston Housing Authority determines that you are eligible to relocate a relocate appointment will be scheduled, and you will be notified by mail of the relocate appointment briefing date and time.

Also, if HHA is also in the process of completing your annual re-certification, your relocation will be delayed until the process is completed. Providing HHA with all documents during the recertification process will help expedite the relocation process. We will provide notification by mail if your relocation has been delayed due to processing your annual recertification.

Please contact our office if you have additional questions at 713-260-0500.

Tenant 's Name (Print) : _____ Date : _____

Tenant 's Signature : _____ Date : _____