

¡Este documento es importante, tradúzcalo inmediatamente!

NOTICE TO VACATE

If you need this document in a different language or **LARGER FONT** or if you need a reasonable accommodation (persons with disabilities), please call 312-935-2600 or TTY: 312-461-0079. Advance notice of seven days is required in order to arrange for interpreter services.

Date: _____
 (Date of Notice)

I, _____ hereby give notice to vacate the residence located at:
 (Head of Household Name)

Participant Name: _____

Voucher #: _____

Street Address: _____

City, State, ZIP: _____

I will return all keys to the Owner/Property Manager and all furniture and personal belongings will be removed from the unit on _____.
 (Move-Out Date)

Please be advised of the following reasons for vacating the residence:

Participant	Owner/Property Manager <i>(signature preferred, but not required)</i>
Print Name:	Print Name:
Voucher #:	
Signature:	Signature:
Phone #:	Phone #:

“Participants who want to move must vacate the unit in compliance with the lease, provide the Owner or Property Manager at least 30 days notice and submit a copy of that written notice to CHA. CHA conducts a criminal background check for all household members who are 18 years of age and older prior to approving the issuance of moving papers. The Participant must be in good standing with no lease violations before a voucher is issued to lease a new unit.”

*rev. 9/11, barcode: Tenant’s Notice Intent to Move

CHA HOUSING CHOICE VOUCHER PROGRAM OFFICE LOCATIONS

[] **Central Office**
 60 E. Van Buren Street, Chicago, IL 60605

[] **South Office**
 1749 E. 75th Street, Chicago, IL 60649

[] **Southwest Office**
 10 W. 35th Street, Chicago, IL 60616

[] **West Office**
 2750 W. Roosevelt Road, Chicago, IL 60608

CHA Customer Call Center / TTY
 312-935-2600 / 312-461-0079

Web
www.thecha.org/hcv