Housing Authority of Salt Lake City

1776 South West Temple
Salt Lake City, Utah 84115

VOICE 801-487-2161
FAX 801- 487- 3641
TDD 801-487-3361

30 Day Notice to Vacate

Today's Date: _____

To Whom It May Concern:

We the resident:
_____

do hereby give a 30 day written notice to vacate the premises located at:
_____

Move out date: _____

<u>Please Note:</u> You must have this form completed <u>AND</u> have current income verification submitted before you will be given a Moving Packet.

_____ _____ _____
Resident's Signature Date Current Phone Number

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Owner/Manager:

If tenant is being asked to move due to damages beyond normal wear and tear and/or lease violations, please notify the Housing Authority at (801) 487-2161. This will help us to protect the integrity of our program.

Please be aware, by signing this form you are not relinquishing your right to pursue legal action and/or recovery for tenant caused damage beyond normal wear and tear or delinquent rent. You are merely indicating the tenant has given you proper notice and has your permission to move. Please be advised if the family moves from the contract unit, the HAP contract terminates automatically.

Is the resident current on their rent: ❒ Yes ❒ No
If No, Amount of outstanding rent owed $ _____

Are you aware of any damages: ❒ Yes ❒ No, If yes, Please List Below:
_____
_____

_____ _____
Owner/Manager Signature: Date

Telephone Number: _____

*Caseworker must verify before moving packet will be issued: Please Initial:*_____

EQUAL HOUSING OPPORTUNITY