

Housing Authority of the City of Orange

516 Burton Avenue P.O. Box 3107 Orange, TX 77631-3107 | Phone: 409.883.5882 | Fax: 409.883.8014 | www.orangeha.com

30 DAY NOTICE OF INTENT TO VACATE

This is to serve as notice that, effective this date _____, I intend to vacate the property located at _____

I, _____, will leave the unit in an acceptable condition, pay any rent balance still due, pay all utility bills which I am responsible for in regard to this unit, and return the keys to the Owner/Agent at the time of move-out. I understand that failure to do so may jeopardize any assistance I receive from the Housing Authority.

I also understand that Section 8 will no longer provide rental assistance on my previous unit on the date stated above. If I do not vacate this unit by the above date, I will be responsible for the entire rent amount due the landlord.

Please provide a forwarding address:

(Street)

(City) (State) (Zip)

Name: _____ Date: _____

Contract Phone Number: _____

Signature: _____

TO BE COMPLETED BY OWNER/AGENT:

By my signature below, I _____, hereby release the above referenced tenant from the current lease for the above referenced unit, holding said Tenant harmless for rent charges if all stipulations above are met. However, the conditions for the return of the security deposit shall be in accordance with the lease AND state law.

Furthermore, I waive my right to make any claims against the Housing Authority of the City of Orange for compensation for vacancy loss.

Owner/Agent Signature: _____ Date: _____

This form MUST be completed by both the Owner/Agent and Tenant