

WRITTEN NOTICE TO VACATE
(30-DAY Notice Required)

In accordance with the provisions of our lease that require a written notice before moving, please note that we intend to move on the following date:

It is understood that the unit must be vacant on or before the date promised due to other families/individuals requiring the unit.

Complex Name: _____
Building Number: _____
Apartment Number: _____

Or
Address if not one of the Housing Authority's complexes

Reason for Moving:

Suggestions on how we may improve our services:

Forwarding Address (needed for security deposit purposes):

Your Name – Please Print

Phone

Signature

Date

Please give this form to your Resident Manager or the Housing Authority Administrative Office, 375 W. 37th St., Loveland, CO 80538. For Section 8, you must give an original to the owner, and a copy goes to your Housing Coordinator @ the Housing Authority. Thank you.