



HOUSING AUTHORITY
COUNTY OF SAN JOAQUIN

30-DAY NOTICE OF INTENT TO VACATE

This 30-day notice **MUST** be used by Housing Choice Voucher participants to inform a landlord of the tenant's intent to vacate the unit which they are occupying.

PLEASE RETURN ALL COPIES AFTER FORM HAS BEEN SIGNED—A COPY FOR YOUR RECORDS WILL BE SENT TO YOU.

TENANT DECLARATION

I, _____, intend to vacate the unit located at:
Tenant Name

_____ on _____
Unit Address Move out date

I understand that I am responsible for paying my portion of rent during this 30-day period. I further understand that the Housing Assistance Payment will terminate on the planned vacate date and the Housing Authority will have no further obligation unless:

- (1) this notice is extended by submitting a new 30-Day Notice Form **before** the planned vacate date indicated above, **OR**
- (2) this notice is cancelled by submitting a Notice to Rescind **before** the planned vacate date indicated above, signed by my owner/agent and I.

Tenant Signature

Telephone Number

Date Submitted to Owner/Agent

OWNER/ AGENT DECLARATION

I, _____, acknowledge that I have been notified, of the tenant's intent to vacate the above
Owner/Agent Name
unit on the day specified. I further understand that my Housing Assistance Payment Contract will terminate on the planned vacate date and San Joaquin Housing Authority will have no further obligation unless:

- (1) this notice is extended by submitting a new 30-Day Notice Form **before** the planned vacate date indicated above, **OR**
- (2) this notice is cancelled by submitting a Notice to Rescind **before** the planned vacate date indicated above, signed by my tenant and I.

Owner/Agent Signature

Telephone Number

Date Received

White
LANDLORD COPY

Yellow
AGENCY COPY

Pink
TENANT COPY

