



Housing Authority of the City of Hartford

180 John D. Wardlaw Way, Hartford, CT 06106

860-723-8410 Fax # 860-723-8554

TDD 711 or 1-800-842-9710

Date: _____

Must be completed by tenant:

I, _____, of _____, Hartford, CT am giving you 30 days' notice that I plan to move by _____. I am looking for another apartment. Once I have a new address, I will give it to you, in writing, so you can mail my security deposit.

Head of Household name

Current address

Last day of month

I understand that if I do not move by the above date, I must resubmit a new notice to vacate form. Additionally, I understand that if I reside in this unit after the date above, the rental agreement will be between the landlord and I unless an extension is approved by the housing authority.

Signature: _____ Email: _____ Phone: _____

Must be completed by landlord:

I _____ received a 30 days' notice of intent to vacate from the tenant above

Landlords Name

to vacate the unit at _____ Hartford, CT on _____

Last day of the month

I understand that if the tenant does not move out by the above date the family will be responsible for all rental charges incurred after the move-out date. If for any reason the tenant is not able to move into the new unit, HACH will require another 30 days' notice to vacate form.

In order for HACH to determine eligibility for the family to move with continued assistance the family must be in good standing, please check appropriate box:

- The above tenant is in good standing
- The above tenant is NOT in good standing (please explain)

Landlord/Agent Signature _____ Date _____

Email _____ Phone _____

Assigned Caseworker:

Name _____ Phone _____ Email _____