

# HARRISBURG HOUSING AUTHORITY

## NOTICE OF INTENT TO VACATE HHA-20

Date: \_\_\_\_\_

| COMMUNITY NAME | COMMUNITY ADDRESS |
|----------------|-------------------|
|                |                   |

| COMMUNITY NUMBER | UNIT NUMBER | CLIENT NUMBER |
|------------------|-------------|---------------|
|                  |             |               |

I, \_\_\_\_\_ hereby serve notice of my intent to vacate \_\_\_\_\_  
 \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_,

I intend to move to ( \_\_\_\_\_ ) \_\_\_\_\_  
 Harrisburg, PA \_\_\_\_\_ because \_\_\_\_\_.

\_\_\_\_\_ Date
\_\_\_\_\_ Tenant Signature

**\*Place in brackets above:**      (1) Moved within Community      (2) Moved to another Community      (3) Moved out of Community

| Original Move-In Date | Date Actually Vacated | Last Day Rent Charged |
|-----------------------|-----------------------|-----------------------|
|                       |                       |                       |

|                              |  |
|------------------------------|--|
| Account Balance              |  |
| Dwelling Rental Adjustment   |  |
| Security Deposit             |  |
| Excess Electricity           |  |
| <b>Sub-Total</b>             |  |
| Move-Out Maintenance Charges |  |
| <b>Total Due HHA</b>         |  |
| Refund Due Tenant            |  |

| Rent Paying History |
|---------------------|
|                     |

| Housekeeping History |
|----------------------|
|                      |

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Site Manager