

Tenant Eligibility to Move

This form is to be completed by your current landlord and returned to our office by the tenant with a Request for Tenancy Approval (RTA) for the new unit. If the form is not completed the RTA will not be accepted. This information will also be verified. Please attach a copy of the notice of intent to vacate you have given your current landlord.

Tenants Name: _____ Date: _____

Address of current assisted unit: _____

1. What date does the current lease expire? _____

2. Is the tenant currently in "good standing"? Yes No

3. Has the appropriate notice to vacate been given? Yes No

4. What date will the tenant vacate? _____

5. Are there any damages to the unit? _____

6. Will this tenant have an outstanding balance for unpaid rent/late fees or damages? Yes No
If so, send a copy to the case manager.

Landlord Name: _____

Landlord Contact Number: _____

Signature: _____

Verified by: _____