



THE MUNICIPAL HOUSING AUTHORITY
FOR THE CITY OF YONKERS

ADMINISTRATION OFFICE
1511 CENTRAL PARK AVENUE
P.O. BOX 35, YONKERS, NEW YORK 10710
TEL: (914) 793-8400

FAX: Section 8/Public Housing: (914) 793-9117 FAX: Purchasing/Maintenance: (914) 793-2880

NOTICE OF INTENT TO VACATE

Date: _____

I (print your name) _____, hereby given notice of my
intent to vacate the unit located at _____.

I fully understand that after I submit this notice I may be issued a voucher and a moving
packet before I move.

I will be completely moved out of the unit indicated above by _____.

I will leave the unit clean and repair any damages caused by my family before vacating. I
will contact the Landlord on the day of my departure in order to return the keys to the
unit. I understand the Lease and the Housing Assistance Payment Contract will be
cancelled on the last day of the month.

In the event that I decide to remain in the unit, I must notify the Section 8 Housing
Choice Voucher office **in writing** within ten (10) business days before my move out date.
If I do not notify the office as required, I understand that I am responsible for the
following months full rent.

Participant Signature

Date

THIS SECTION TO BE COMPLETED BY LANDLORD

Will the above family leave owing a balance? (Circle one) YES NO

Have you set up a repayment agreement for any balance that is owed? (Circle) YES NO

***Attention Landlords: If "no" is circled on both questions above, the MHACY will assume
that the tenant is leaving in good standing and process the tenant's new move.***

Landlord Signature

Date