

NEWMARKET HOUSING AUTHORITY

34 Gordon Avenue—Great Hill Terrace—Newmarket, NH 03857

Ernest A. Clark, II—Executive Director

Office: 603-659-5444 Fax: 603-659-6501

www.newmarketha.org

NOTICE OF INTENT TO VACATE

Date: _____
Head of Household Name: _____
SSN: _____ DOB: _____
Address: _____
Telephone Number: _____

I, _____ (printed legal name), Head of Household, hereby give notice of my intent to vacate the above listed unit on _____.

Reason for Moving: _____

Forwarding Address: _____

It is understood as follows:

1. 30 Day Notice of Intent to Vacate is required
2. Submitting a 30-Day Notice of Intent to Vacate does not relinquish Tenant(s) from any obligation of the lease, including payment to the end of the lease term.
3. Tenant's possession of the apartment remains in effect until all keys returned.
4. Except as provided by law, rent is due and payable up to and including the final date of possession, or thirty (30) days after service of this notice to NHA, whichever is later.
5. Tenant cannot use the security deposit as last month's rent. Rent is payable through the termination of the tenancy.
6. The Security Deposit will be refunded as agreed, less past due and/or unpaid charges, if any, after tenant has moved out completely and returned possession of the premises & keys to NHA, as long as tenant leaves the residence in clean and undamaged condition. A move out inspection will be conducted to assess for damages. Tenant may accompany NHA on the move out inspection at time and date provided by NHA

Printed Name: _____
Signature: _____
Date: _____
Date Rec'd by NHA: _____
NHA Representative: _____

OFFICE USE ONLY

KEYS RET'D: _____
DATE UNIT VACATED: _____
LAST DAY RENT CHARGED: _____