WAYNE METROPOLITAN HOUSING AUTHORITY

LANDLORD VERIFICATION OF INFORMATION

To Support Request for Voucher to Move

Federal regulations of the Housing Choice Voucher Program require that the family give proper notice of intent to move when moving is allowable under the terms of the lease. **Please have your current landlord complete this form.**

1. Tenant Name _____
2. Tenant is presently residing at _____
3. Is tenant current on monthly rent payments? ☐ Yes ☐ No
4. Is tenant current on utility bills? ☐ Not sure ☐ Yes ☐ No
   Please contact us if there are unpaid utility bills after the tenant moves out
5. Has tenant provided a written 30-day notice? ☐ Yes ☐ No
6. Are there any current adverse actions against tenant? (Eviction, etc.) ☐ Yes ☐ No
   Reminder: The landlord must give the Housing Authority a copy of any owner eviction notice at the same time the owner notifies the tenant.

This form must be filled out completely and returned to our office before we are able to issue the family a voucher to relocate.

Additional Comments/Remarks _____

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_____

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_____

_____ _____ _____

Landlord's Name Printed Landlord's Signature Date

_____ _____

Landlord's Address Phone Number

form hcv_035

345 North Market Street / Wooster, Ohio 44691 / (330) 264-2727 / FAX (330) 263-1521