

FOOTHILLS REGIONAL COMMISSION

SECTION 8 HOUSING

**TENANT REQUEST TO MOVE**

I, \_\_\_\_\_, request to move from  
(Print Name)

\_\_\_\_\_  
(Print your current address where you are requesting to move from)

If you are eligible to move, a CONFIRMATION LETTER will be mailed to you.

If you are not eligible to move, a MOVER DENIAL LETTER, will be mailed to you. Your request may be denied based on one of the following reasons:

1. If you are in the first year of your lease
2. If you have any outstanding tenant-caused failed inspection items
3. If you owe money to a Public Housing Authority (PHA)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NOTICES TO TENANT:** Please do not give a vacate notice to your landlord until you have received your Voucher **and** submit a RFTA (Request for Tenancy Approval) for a new unit. The moving process can take at least 30 days to process. Your Housing Counselor will follow-up with you by phone or in writing.

If you have to move from your unit during this moving process, you must provide your Housing Counselor with an address to which we can mail you correspondence. Please keep your contact number updated.

Please submit this form to your housing counselor as listed below:

<b>HOUSING COUNSELOR:</b> for tenants with last names starting with the letters:	
A – G: Becky McKelvey, Lead Housing Counselor (828) 351-2329 <a href="mailto:BMcKelvey@foothillsregion.org">BMcKelvey@foothillsregion.org</a>	H-Oates: Jennifer Fox, Housing Counselor ( 828)-351-2343 <a href="mailto:jfox@foothillsregion.org">jfox@foothillsregion.org</a>
Odum-Z Sharanda Brown Lead Housing Counselor Phone: (828) 351-2334 email: <a href="mailto:sbrown@foothillsregion.org">sbrown@foothillsregion.org</a>	<b>Family Self Sufficiency/EHV</b> Tammy Phillips Housing Services Coordinator Phone: (828) 351-2372 email: <a href="mailto:tphillips@foothillsregion.org">tphillips@foothillsregion.org</a>