

J. D'AMELIA & ASSOCIATES LLC

Housing & Development Consultants
DOH Program

Must Be Completed by Tenant:

I, _____ do hereby give notice to my landlord that I intend to
move out of my unit located at _____.
Tenant Name Current Address

Effective: _____.

Tenant Signature: _____ Date: _____

Tenant Phone Number: _____.

Tenant Program: _____ Bedroom Size: _____

Must Be Completed by Landlord:

I, _____ do hereby acknowledge my tenant(s) intend to
move out of the unit effective _____.
Landlord Name

Landlord Signature: _____ Date: _____

Landlord Phone Number: _____.

*When the tenant's new unit passes inspection he/she will be given a date of when he/she needs to be out of the old unit and into the new unit. If for any reason the tenant's new unit is not ready and he/she needs to stay beyond the move out date identified above on this form, will you accept a prorated rent for the number of days that the tenant is still in the unit?

YES _____ NO _____ (please check and initial)

*If the tenant does not return the keys by the date we have given him/her to move out, the tenant will be responsible for any rent that is due, unless the unit is in abatement.

Please mail or fax this completed form to:
J. D'Amelia & Associates LLC
37 Brookside RD. Waterbury CT, 06708
Fax Number: (203) 591-9308

