

MUTUAL AGREEMENT FOR EARLY TERMINATION OF TENANT/LANDLORD LEASE

ALL BLANK SPACES ON THIS FORM MUST BE FILLED OUT

HOW TO USE THIS FORM: There are two instances in which you and your Landlord will need to complete and sign this form:

- 1.) If you have not occupied your current residence for the entire length of your initial lease term (you have lived there for less than one year).
- 2.) If you intend to vacate your unit sooner than 30 days from the date you notify your Landlord.

Do **NOT** alter this form after your Landlord has signed. Altered or incomplete forms may cause your Transfer Voucher (TV) request to be denied. Failure to provide one exact move-out date will cause your TV request to be denied. OHA verifies your Mutual Agreement with your landlord.

You must submit to OHA: the yellow copy of this form, a completed Request for Transfer or Portability Form, and all of the Required Documents listed on Page 1 of that form.

Client #: _____

Tenant Name: _____

Landlord Name: _____

Subsidized Unit Address: _____

We, the undersigned, hereby agree to terminate the Tenant-Landlord Lease on

_____/_____/20_____.
(Month) (Day) (Year)

The Tenant is expected to fulfill their Tenant obligations under the Section 8 Program, until the Tenant vacates the premises.

OHA will provide Housing Assistance Payments (HAP) to the Landlord after the specified termination date ONLY if the Tenant remains in the unit and another HAP contract has not been initiated. If the Tenant remains in this unit after a HAP contract has begun for a new unit, the Tenant will be responsible for paying the entire contract rent for the old unit.

(Tenant's signature)

DATE: _____, 20_____
(Date Tenant signs this agreement)

(Landlord's signature)

DATE: _____, 20_____
(Date Landlord signs this agreement)