

**OAKLAND HOUSING AUTHORITY
1805 HARRISON STREET
OAKLAND, CA 94612
510-587-2100**

REQUEST FOR PORTABILITY

TO BE COMPLETED BY FAMILY:

Client# _____ Date: _____ SS# _____

Name (Print): _____ Address: _____

City: _____ State: _____ Zip: _____

Telephone: Home () _____ Work () _____ Cell () _____

Complete the following information regarding the jurisdiction you want to move to:

Name of Housing Authority: _____

Address: _____ City: _____ State: _____ Zip _____

Name of Contact Person: _____ Phone Number () _____

Signature of Family: _____

Return this completed form to: _____

PLEASE ALLOW 7-14 BUSINESS DAYS FOR PROCESSING

Received by Participant on: _____

Mailed to _____ Housing Authority on: _____

Completed by: _____ Date: _____



MOVING OUT OF OAKLAND

The following documents are required to issue a Transfer Voucher that will be valid in another jurisdiction.

PLEASE READ AND SUBMIT THE FOLLOWING INFORMATION:

1. Picture I.D. for every adult member of your household. (Current California I.D/Drivers License Or Passport only (No check cashing cards). If you do not have a California I.D. please **APPLY FOR ONE**).
2. Social Security Cards and Birth Certificates for all approved household members.
3. Current income verification (within 60 Days) for all household members.*
4. A copy of a valid 30-day Notice of Intent to Vacate or Mutual Release Agreement. Valid 30-day Notices must include signature and date of owner and tenant **OR** tenant's signature and certified mail receipt to owner. Valid Mutual Release Agreements must include **both** owner and tenant signatures and date.

Certified mail receipts will not be accepted with Mutual Release Agreements.

5. Completed information on reverse side of this form.

*The Oakland Housing Authority must verify all family income, assets and deductions.

PLEASE ALLOW 7-14 BUSINESS DAYS FOR PROCESSING

IF YOU OWE MONEY TO ANY HOUSING AUTHORITY, YOUR DEBT MUST BE PAID IN FULL OR YOUR REPAYMENT AGREEMENT MUST BE CURRENT

