

# HUD 811 Program

## Vacant Unit Notice

This form is used to report vacant units in the HUD 811 program at your property. Please report vacancies to NHHFA as soon as you know that a unit is coming available.

Property Name \_\_\_\_\_

Property Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact person at the property \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Property Management Company \_\_\_\_\_

Vacancy #1	(Is this unit being vacated by a current 811 resident? <input type="checkbox"/> Yes <input type="checkbox"/> No)
Unit Number _____ Bedrooms _____ Baths _____	50% Unit ____ 60% Unit _____
Is this unit on the 1 <sup>st</sup> floor? _____	If not, is there an elevator? _____ On-site laundry? _____
Available to show: _____	When will the unit be available for occupancy: _____
Is this unit Accessible for a person with physical disabilities? _____	
Vacancy #2	(Is this unit being vacated by a current 811 resident? <input type="checkbox"/> Yes <input type="checkbox"/> No)
Unit Number _____ Bedrooms _____ Baths _____	50% Unit ____ 60% Unit _____
Is this unit on the 1 <sup>st</sup> floor? _____	If not, is there an elevator? _____ On-site laundry? _____
Available to show: _____	When will the unit be available for occupancy: _____
Is this unit Accessible for a person with physical disabilities? _____	
Vacancy #3	(Is this unit being vacated by a current 811 resident? <input type="checkbox"/> Yes <input type="checkbox"/> No)
Unit Number _____ Bedrooms _____ Baths _____	50% Unit ____ 60% Unit _____
Is this unit on the 1 <sup>st</sup> floor? _____	If not, is there an elevator? _____ On-site laundry? _____
Available to show: _____	When will the unit be available for occupancy: _____
Is this unit Accessible for a person with physical disabilities? _____	

Please email this form to the following email address as soon as possible.

[811Program@nhhfa.org](mailto:811Program@nhhfa.org)

If you have any questions, please contact Christine Lavalley, [clavalley@nhhfa.org](mailto:clavalley@nhhfa.org)