

## 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 NH Housing 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**

Unit Number \_\_\_\_\_ Bedrooms \_\_\_\_\_ Baths \_\_\_\_\_ ☐ 50% Unit ☐ 60% Unit

Is this unit on the 1st 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? \_\_\_\_\_

Is this unit being vacated by a current 811 resident? ☐ Yes ☐ No

If **yes**, select reason below:

☐ Tenant Initiated – Left for other housing

☐ Tenant Initiated – Other

☐ Owner Initiated – Non-payment of rent

☐ Owner Initiated – Other

☐ Death

☐ Reinstitutionalized

☐ Unknown/disappeared

☐ Other \_\_\_\_\_

#### **Vacancy #2**

Unit Number \_\_\_\_\_ Bedrooms \_\_\_\_\_ Baths \_\_\_\_\_ ☐ 50% Unit ☐ 60% Unit

Is this unit on the 1st 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? \_\_\_\_\_

Is this unit being vacated by a current 811 resident? ☐ Yes ☐ No

If **yes**, select reason below:

☐ Tenant Initiated – Left for other housing

☐ Tenant Initiated – Other

☐ Owner Initiated – Non-payment of rent

☐ Owner Initiated – Other

☐ Death

☐ Reinstitutionalized

☐ Unknown/disappeared

☐ Other \_\_\_\_\_

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

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