



1850 Smith Street, Regina SK, S4P 2N3, Phone: (306) 525-2377, Fax: (306) 347-7812
3124 Dewdney Avenue, Regina SK, S4T 0Y4, www.reginahousing.ca

NOTICE TO VACATE

DATE: Are all tenants Vacating? yes No

NAME:

RHA ADDRESS:

I hereby give notice that I/we shall be vacating the above address
as of _____ (date)

Forwarding Address:

Phone Number:

E-mail Address:

Reason for Vacating:

I give Regina Housing Authority permission to dispose of any
and all items left in the unit past my move out date. I understand I
will be charged for any disposal costs. (must be checked off)

Signature tenant #1

Signature Tenant #2

Please email to reginahousing@sasktel.net Or print off and sign and bring into our office or fax 306-347-7812.

Please note that you should submit a Change of Address form to Canada Post as mail WILL NOT be forwarded to your new address. If you do not know your forwarding address yet, please advise us when you return your keys.

Written Notice must be received by this office at least one calendar month in advance. This means on or before the last working day of the month prior to the month in which you intend to move (NOT the 1st). If your notice is received even one day late, you will be responsible for an additional month's rent.

Once your notice is approved, you will receive a letter outlining how to prepare the unit before you move out.

FOR OFFICE USE ONLY:

APPROVED

(Effective Date of Move-Out)

(Authorizing Signature)