



Vermont State Housing Authority

1 Prospect Street, Montpelier VT 05602-3556
802-828-3295 (Voice) – 802-828-2111 (Fax)
800-820-5119 (Message)
www.vsha.org



Dear Family,

You've indicated that you'd like to move with your voucher out of VSHA's jurisdiction.

Your rental assistance is transferable; however, there are some conditions that you need to meet -- and some restrictions may apply. In order to transfer your voucher to another Housing Authority's jurisdiction you need to:

1. Have satisfied your initial lease obligation and know where you would like to move.
2. Be a tenant in good standing. This means your rent must be current, there will be no claims against you, and you must be in compliance with your lease and family obligations. This information will be verified with your Landlord directly.
3. Give your current landlord a minimum of a 30 day written notice. The notice is for one rental period, from the first day of the month to the last day of the month, unless you have been given notice to vacate. Please also send a copy of the notice to VSHA.
4. Review rent verification calculation worksheet. sign if correct, if it has changed, please contact me directly.
5. Complete the box below so we may reach out to that housing authority for more information.

Where do you want to move? State: _____ Town: _____

When do you want to move? Date: _____

If the above forms are not received by VSHA, your request to move with continued Rental Assistance will receive no further consideration.

Feel free to contact me at (802) 828-6442 or section8portability@vsha.org should you have any questions.

Sincerely,
Bridget Cetrangob, Portability Specialist
bridget.cetrangob@vsha.org
fax: 802-828-2111