



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



Notice of Transfer of Owner

This form must be completed and signed by both the current owner (seller) and the prospective owner (buyer). VSHA will process the transfer of ownership as soon as we receive a completed copy of 1) this form, 2) IRS form W-9 and 3) Direct Deposit form (unless a paper check is preferred). The buyer will begin receiving Housing Assistance Payments the following month after the transfer is processed.

Unit Address:	
Section 8 Tenants:	
Seller/Previous Owner:	

Buyer/New Owner:	
Mailing Address:	
TIN/SSN:	
Date of property closing:	
Agent/Manager:	

As seller of this property I certify I've provided the buyer with the current lease(s), Housing Assistance Payment Contract(s), any applicable information regarding HAP contract(s)/lease(s), and any monies that should be transferred to the buyer.

Seller's Name or Name of Corp/Business

Date

Seller's Signature

As buyer of the Property, I/we hereby agree to abide by the terms and conditions as set forth in the Housing Assistance Payments Contract(s) that now exists with the Vermont State Housing Authority and by the terms of the existing Lease for the above-named tenant(s).

Owner's Name or Name of Corporation

Date

Owner's Signature

NOTE: VSHA will make a Housing Assistance Payment directly to you on the first of the month following this sale, PROVIDED NOTIFICATION and approval is determined 30 days prior to the closing date. Otherwise, it will be up to the landlords in question to work out payment for those months.