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269 S. Osprey Ave. Sarasota, FL 34236

Name: _____

Unit: _____

REQUEST TO PORT OUT

If you wish to use your voucher in another state or area of Florida, you may do so by using the portability feature. In order to qualify to port your voucher, you must be in good standing and eligible to move.

This form has to be completed by the head of household. Once the form is completed, and we have determined that you are eligible to move, we will send you an appointment letter to come back in for your voucher. Once you sign the voucher, we will send all of your paperwork to the receiving housing agency where you are moving. Please note that once we send your paperwork to another agency, we will not make any additional payments to your current landlord once your vacate date has passed. You are responsible for making sure that your unit is cleaned out and that you turn your keys back over to the landlord. Should you change your mind about porting, the receiving agency must send your paperwork back to us before we can assist you. You will only receive a voucher that is good for 120 days. If you fail to use it, you will not be eligible for a hearing or a review. You will be required to reapply for Section 8 when our waiting list reopens.

Please complete the information below:

Name of Housing Agency where you are porting _____

Address: _____

City _____ State _____ Zip Code _____

Phone Number _____

Fax Number _____

Name of Person we should send your paperwork to _____

HA Code _____ (if known)

Tenant Signature _____

Date _____