

SECTION 8 REQUEST TO MOVE FORM

To be eligible to move with continued assistance from Section 8, you must be a participant¹ in good standing and meet **all** the following criteria:

- You must not have received a move voucher within the last 12 months
- You must have completed an annual recertification within the past 12 months
- You must be current with your tenant portion of rent
- You must have either an expired lease or the ability to obtain a General Release form signed by your current landlord

If you do not meet all these criteria, but you feel that you have an emergency situation that requires you to move, please review the accommodation options below:

1. If you are a victim of sexual assault, domestic violence, dating violence, or stalking please complete the Violence Against Women Act Accommodation Form.
2. If you are experiencing any other emergency, please complete the Emergency Move Request form.

Both forms are available on HPD's website under the "Tenants" section at:

<https://www.nyc.gov/site/hpd/services-and-information/section-8-forms.page>

Head of Household Name: _____

SS# (Last four digits): _ _ _ _

Current Address: _____

Contact Telephone Number: _____

Instructions: This form is for all non-emergency moves within the Five Boroughs of New York City, moves outside of New York City, and transfers within a building or managed property. HPD must review all move requests for eligibility and will respond to move requests within 14 calendar days. Please read and check the appropriate box. Remember that you *may not move out* of your assisted unit without written permission from HPD. **This form should only be completed by the Head of Household.**

Type of Move Requested: (please check)

- Move within NYC Transfer within current building/managed property
 Move from a Project-based Voucher (PBV) development Required move

Please answer the following questions:

Are you current with your tenant share of rent? Yes No

Do you have an active lease with your current landlord? Yes No

Are you being evicted, or do you have a case pending against you in housing court? Yes No

I certify that the above statements are true to the best of my knowledge. I understand that supplying false statements and information can lead to a denial of my move request and jeopardize my housing subsidy.

Head of Household Signature

Date

Please return the completed form to the Move Unit by email: Portability@hpd.nyc.gov, by uploading to the DTR Portal at: www.nyc.gov/dtrportal, by fax to: 212-863-7103, or by mail to: NYC Department of Housing Preservation & Development, 100 Gold St, Move & Port Unit, New York, NY 10038.

¹ MOD Rehab, CoC-SPC or MOD SRO households are not eligible to move with assistance and may contact the project owner for assistance.

