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175 W. Jackson Blvd., Suite 350 • Chicago, IL 60604 • (312) 663-5447

MUTUAL AGREEMENT TO EXTEND NOTICE OF INTENT TO VACATE

Please note:

1. Mutual agreements to extend NIV's **must** be submitted to the HACC no later than **seven (7) days** before original requested vacate date.
2. Failure to return form as outlined in #1 will result in delay of payment.
3. Granting an extension of the NIV **will not** change voucher expiration date from the original issue date.
4. Mutual Agreement to Extend NIV will be granted for periods up to 30 days at a time.

Property Owner/Manager (Print)

T Code & Tenant Name (Print) T Code

Unit Address

Lease/rental agreement between Property Owner/Manager and tenant **was** scheduled to terminate on

Property Owner/Manager and tenant mutually agree to extend the vacate date. The new vacate date is

By signing below, Property Owner/Manager and tenant understand that after the above stated extended vacate date, housing assistance payments will cease and tenant will be responsible for the **full contract rent**, unless another mutual agreement or renew in place form is approved.

Please be advised that pursuant to 24 CFR982.311 (d), if the family moves out of the unit, the PHA may not make any housing assistance payment to the owner for any month after the month when the family moves out. If you receive a subsidy payment after the family vacates, you are obligated to repay the subsidy or the amount will automatically be recouped from future HAP payments of other tenants.

Signatures:

Property Owner/Manager Date _____
Telephone Number

Tenant Date _____
Telephone Number

