BERKELEY HOUSING AUTHORITY

REQUEST FOR TRANSFER VOUCHER

Family		Home Phone	
Current Address		Cell Phone	
City		Message Phone	
Current Landlord		Email	

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PLEASE CHECK THE APPROPRIATE BOX(ES)

[ ] I am looking for a unit within the City of Berkeley

[ ] I would like to exercise "portability" and move to another City (_____)

[ ] I would like to pick-up and hand carry my port-out packet

[ ] Please mail my port-out packet

[ ] I have located a unit and a willing landlord:

_____ Address

_____ City _____
Zip Code

<u>You must attach ALL of the following documents</u>:

[ ] Personal Declaration (completed **<u>and signed</u>** all household members 18 or holder)

[ ] Proof of current income (**<u>must be dated within 60-days</u>**) for all family members

[ ] Copy of **<u>valid</u>** CA drivers license or identification card for head of household

ALLOW 5 BUSINESS DAYS FOR PROCESSING