



Notice to Vacate Form

Please print in BLOCK LETTERS with a black or blue pen

This form is to be completed when a tenant wants to vacate their public housing property. For information or assistance with this form, phone **1800 422 322**, 24 hours a day, seven days a week. Please mark relevant boxes with a **X**. Please ensure all relevant sections are completed, print and sign the Authorisation section on this form. Return this form to your local Homes NSW office.

| | | |
|-------------------------|----------------------|--------------------------|
| Client reference number | T File number | Payment reference number |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Client details

Title
Mr, Mrs, Ms, Miss, Mx
Last name or family name

Given name (s)

Current address

Unit/House number

Street/Avenue

Town/Suburb

Postcode

Contact phone

Notice to Vacate Details

Reason for
vacating property

Where are you going?

☐

Back to country
(Aboriginal clients only)

☐

Disability accommodation/
group home

☐

Moving in with family/
friends

☐

Aged-care facility/retirement
home

☐

Health care institution

☐

Prison/correctional facility

☐

Moving interstate/
overseas

☐

Private ownership

☐

Private rental (as tenant
or occupant)

☐

Aboriginal Community Housing
Provider /Lands Council

☐

Aboriginal Housing Office
(AHO) property

☐

Community housing

☐

Boarding house

☐

Caravan park/boat

☐

Rough sleeping

☐

Specialist Housing (Service/
crisis/refuge accommodation)

☐

Hotel/motel

☐

Other transitional housing

☐

Other
give details

Vacating date

Next of kin

Forwarding address

Unit/House number

Street/Avenue

Town/Suburb

Postcode

New contact phone

Declaration

- I understand the instructions given on this form.
- To the best of my knowledge, the information provided in this form is correct.
- I understand there are penalties for giving false or misleading information.

Full name (please print)

Signature

X

Date

OFFICE USE ONLY

Date received

How was notice given?

Pre-vacate inspection appointment date