**GUIDE FORM 90-DAY NOTICE TO MOVE**

**SFH - RESIDENTIAL TENANT**

***Must be on Grantee or Agency Letterhead***

***\* This form is a guide and should be revised to reflect the development’s relocation activities. \****

Date:

Resident Name:

Property Address:

City, State, Zip Code:

Dear :

On (*date*) , the (*Developer, Public Housing Authority (PHA), other*), notified you of its determination that you will be displaced because of the *(acquisition or demolition)* of the property you currently occupy at (*address*)*.* The construction is set to receive funding from the Georgia Department of Community Affairs (DCA) Housing Tax Credit program*.*

This is your 90-day Notice to Move; you ([*must vacate your dwelling no later than (insert date*)] **or** [*will not be required to move for at least 90 days. You will receive a Notice of Moving Date indicating the specific date by which you must move no less than 30 days prior to the date by which you must move*]). [*If a move is arranged by the Relocation Specialist, insert logistics here*].

If you have any questions about this letter and your eligibility for relocation assistance and payments, please contact (*name*) , (*title*) at (*phone*) , (*address*) before you make any moving plans. They will assist you with your move to a new location and help you make sure you can receive all relocation payments to which you are entitled.

This letter is important and should be kept.

Sincerely,

(name & title)