



Housing Authority of the City of Reno

Section 8 Household Member Removal Form – Minor or Other Adult

Print Name of Head of Household: _____ Client #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

IMPORTANT: If the household member who moved out is the Head of Household, Co-Head of Household, or Spouse, they must come into the office to complete a Section 8 Household Member Removal Form – Head, Co-Head, or Spouse to remove themselves OR provide a notarized statement with the date they moved out of the unit and a request to be removed from the household.

Name of person(s) who moved out: _____

Date they moved out: _____

Their new address: _____

After the date listed above, this person may no longer receive mail at the assisted unit. If this address is currently listed on their ID, they need to go to the DMV to update it to their new address. The RHA may conduct a postal investigation to ensure that only approved household members are receiving mail at the assisted unit. Receipt of a positive postal verification for this person may result in the RHA beginning the process to terminate your housing assistance.

After the date listed above, this request cannot be withdraw/canceled. If this person decides to move back into the unit, I must complete a Request to Add Member to Household form and provide all required documentation as if they were never a part of the household.

Per the Section 8 Administrative Plan (section 14.2.1), a reduction in household size may require a reduction in the voucher size. This reduction, if necessary, will take effect 30 days after the submission of this form on the first of the following month. If you failed to report this change within the required 30 days, you may be charged for any overpaid rental assistance.

By signing this form, I understand my obligations regarding removing members of my household.

Signature

Date