Relocation Process

#1

First steps

Complete your resident survey and submit any applications for the section 8 programs that interest you.

#2

Good Standing

Make sure you are in good standing with your Property Manager. If you are not, work towards resolving the issue to be eligible for all benefits.

#3

Update Your Preferences

Update staff with any changes to your preferences. This include your top 3 preferences in programs or communities.

#4

Orientations

If you switch to section 8, staff will contact you to come in for voucher orientation. For public housing, you will be contacted about units that match your family needs.

#5

Landlord Needs

For HCVs, start looking for a landlord. For PBVs, you will need to apply to your preferred community. No extra applications are needed for public housing.

#6

Choose Your Payment

Decide if you need part of your relocation funds upfront. Common reasons to request funds are for security deposits and application fees.

#7

Advance Funds

If you need funds upfront, complete RHA's Advance Payment Request Form and turn it in to staff.

#8

Notice to Vacate

Notify your Property Manager at least 30 days prior to your anticipated move. A notice form is in your resident relocation packet.

#9

Moving Time

Pay any extra security deposit money due, sign your new lease, transfer your utilities, and start your move!

#10

Turn in Keys

Clean out your Heritage Park apartment. You MUST turn in your keys to Property Management to get your full benefits.

#11

Final Payment

Submit your final payment form with staff. Relocation funds will be distributed as you elected.