

Housing Authority of Grayson County  
1708 W. Houston  
Sherman Texas 75092  
Telephone (903) 892-8717 Fax (903) 868-2649

## PORTABILITY REQUEST

If you're a participant wishing to transfer your voucher to another Housing Authority, you must have a copy of your notice to move signed and dated by both you and your current Landlord in order to complete this form.

Your name: \_\_\_\_\_

Your mailing address: \_\_\_\_\_

Phone numbers where you can be reached: \_\_\_\_\_

It is very important for you to obtain the information about the new Housing authority, so we can send your file to the correct agency. You can find this information by searching the internet for the Housing Authority in the area you're moving to. Once you have the correct information, you need to complete the items listed below.

### I would like my Voucher transferred to:

Housing Authority that you wish to transfer to: \_\_\_\_\_

Mailing address of the Housing Authority: \_\_\_\_\_

Phone number of the Housing Authority: \_\_\_\_\_ Fax: \_\_\_\_\_

E mail address of the Housing Authority: \_\_\_\_\_

Print your name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Before your file can be transferred this form must be completed, signed, and returned. Your file will be sent to the above Housing Authority with in 5-10 business days from the date on your new voucher. You are not eligible to be assisted in another unit before that date.