



REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

Portability Request Form

Household Name: _____ Telephone Number: _____

Housing Authority: _____

Contact Person: _____

Telephone Number: _____

Email: _____

Household Composition: **HOH**

Spouse/Cohead: _____

Other Adults: _____

Children: _____

Please return this form to Regional Housing Authority

Receiving Housing Authority to complete:

PHA is absorbing

PHA is billing

Voucher size your PHA will issue: _____

Payment Standard: _____

Preferred Method for Delivery (packet): _____

PHA Code: _____ PHA Admin Fee: _____

PHA Tax ID: _____

Contact Name: _____

Email: _____

Telephone: _____

Signature of RHA _____ Date _____

Regional Housing Authority Contact: _____



TO ALL CLIENTS:

If you would like to transfer your Housing Choice Voucher to another area (portability), please follow the steps below:

- Provide RHA with the Housing Authority or the area you wish to relocate to.
- Complete the top section of this form with your contact information and return to RHA.
- Please be aware that if the receiving Housing Authority's payment standard is higher than Regional Housing Authority's, we may not approve the transfer unless the receiving agency agrees to absorb your voucher.
- Please ***do not*** put in notice at your current residence until directed by your worker.
- Once received, RHA will then contact the receiving Housing Authority to confirm the transfer details writing.
- Allow up to 14 business days for this process.