

[Your Full Name]
[Current Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Housing Authority Name]
[Case Manager's Name]
[Housing Authority Address]
[City, State, Zip Code]

RE: Notice of Voluntary Termination of Section 8 Housing Assistance

To Whom It May Concern,

I am writing to formally notify [Housing Authority Name] of my intent to voluntarily withdraw from the Section 8 Housing Choice Voucher program, effective [Date of Exit].

My strategy for this immediate exit is based on the following change in circumstances:

- [Reason: e.g., Increased household income / Employment relocation / Purchase of a home]

I understand that by submitting this request, my housing assistance payments will cease on the date mentioned above. I have also provided a formal written notice to my current landlord, [Landlord Name], regarding my move-out date and the termination of my lease agreement.

Please let me know if there are any final documents or exit interviews required to complete this process. I would appreciate a written confirmation once my file has been officially closed.

Thank you for the support provided during my time in the program.

Sincerely,

[Your Signature]
[Your Printed Name]
[Voucher Number / Last 4 of SSN]