

## Move-In Notice to Prospective Tenant

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

Dear \_\_\_\_\_:

On \_\_\_\_\_ (date),

\_\_\_\_\_ (property owner/developer) submitted an application to Missouri Housing Development Commission (MHDC) for financial assistance through a program that may be funded by the Department of Housing and Urban Development (HUD).

The proposed development involves *(acquisition)*, *(rehabilitation)*, and/or *(conversion)* of the property located at: \_\_\_\_\_ (address).

If selected, MHDC will authorize funding for use in this affordable housing property. In exchange for that funding, the Uniform Relocation Assistance and Real Property Policies Act of 1970, as amended (URA) and/or MHDC's General Relocation Assistance Policy may apply to people occupying a unit at the time the application was submitted.

If you choose to occupy a unit at this property at any time after the application is submitted, as a new tenant, you will not be eligible for relocation payments or assistance under the URA if permanent displacement is necessary.

This notice is to inform you of the following information before you enter into any lease agreement and/or occupy the property located at the above address.

**You may be required to relocate temporarily.**

**You may be subject to a rent increase.**

**You may be permanently displaced by the development.**

**You will not be entitled to any relocation payments or assistance provided under the URA and/or MHDC's Relocation Policy if you are permanently displaced.** If you have to move or your rent is increased as a result of the development, you will not be reimbursed for any such rent increase or for any costs or expenses you incur in connection with a move as a result of the project.

Please read this notification carefully prior to signing a rental agreement and moving into the property. If you should have any questions about this notice, please contact \_\_\_\_\_ (relocation point of contact) at \_\_\_\_\_ (address and telephone number). Once you have read and have understood this notice, please sign the statement below if you still desire to lease the unit.

Sincerely,

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**FIN-310, Signature Page**

I have read the above information and understand the conditions under which I am moving into this property.

Address and Unit Number:
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Tenant(s) Signature(s)	
Signature:	Date:
Print Name of Tenant:	

Signature:	Date:
Print Name of Tenant:	

Signature:	Date:
Print Name of Tenant:	

Signature:	Date:
Print Name of Tenant:	

**Both pages of this Move-In Notice must be completed and provided to the Missouri Housing Development Commission.**