

# MUTUAL RECISSION OF THE LEASE

## *Courtesy Form*

This serves as my intent to move notice to both the landlord and the City of Chandler Housing Division.

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

TENANT INFORMATION	
TENANT'S NAME	PHONE
ADDRESS	
LANDLORD'S NAME	

We/I, the property Owner/Manager, have agreed to terminate the lease before the anniversary date by mutual agreement. The tenant will vacate the unit on \_\_\_\_\_.

If the tenant does not vacate as agreed upon it is the responsibility of the Landlord to inform the City of Chandler of the date when the family actually moves from the unit or the family is physically evicted from the unit.

The Owner/Manager understands that he is not entitled to vacancy loss payments from the City of Chandler Housing Division, by this decision.

The Housing Assistance Payment (HAP) Agreement entered into with the City of Chandler indicates that the HAP Agreement terminates automatically if the lease is terminated by the owner or tenant. HAP payments terminate when the HAP contract terminates or when the tenancy is terminated in accordance with the lease.

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landlord Signature

\_\_\_\_\_  
Date

### *For Office Use Only*

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Request Referred To:  Housing Specialist  Housing Supervisor  Other: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_