

TEMPORARY VACANT NOTICE

TODAY'S DATE: _____ RESIDENT NAME: _____

ADDRESS: _____

I will be away from my home for the following dates:

Leaving: _____

Returning: _____

I will be leaving _____ responsible for care of my home during our absence. We fully understand that all areas must be kept to standards and all policies complied with in accordance to the Family Housing Regulation Guide.

Responsible Party

NAME: _____

ADDRESS: _____

HOME NUMBER: _____

DUTY NUMBER: _____

UNIT: _____

Responsible Party's Signature

Date

In case of an emergency, I can be contacted at the following:

Phone: _____

Address: _____

Resident Signature: _____ Date: _____

Received By: _____ Date: _____
Landlord Representative