Indianapolis Housing Agency
1935 North Meridian Street
Indianapolis, IN 46202
Phone: (317) 261-7200 Fax: (317) 261-7265

REQUEST TO CANCEL REQUEST FOR TENANCY APPROVAL

Client Information:

I would like to cancel my current RTA for: _____
(address of location you want to cancel)

For the following reason (please check all that apply):

- ☐ **Unit didn't pass inspection**
- ☐ **Client Request**
- ☐ **LL Request**
- ☐ **Unit not Affordable**
- ☐ **Other (Please print details below)**

_____

_____

_____

_____

_____

I would also like to request a new RTA to continue my housing search. I am aware that upon the receipt of the new RTA my voucher time will be placed back on the clock. I will be notified of this expiration date.

_____
(Print Name)

Client Signature _____

SSN_____

IHA Office Use

Approved? _____ Yes _____ No **Voucher Expiration date:** _____

Caseworker: _____ Date Processed_____

Caseworker Signature: _____