

R.S.I. TRANSFERS

CLEARING HOUSE NOTIFICATION FORM

This form should be completed by a housing association or managing agent when a tenant of an R.S.I. funded property has been transferred to another R.S.I. unit. Such moves must be from one self contained property to another, or one shared property to another. Please note that the permission of the Clearing House is not needed for such a transfer to take place.

1. H.A. NAME & ADDRESS _____

2. NAME OF TENANT _____

3. ADDRESS OF VACATED UNIT _____

4. DATE OF TRANSFER _____

5. TENANT'S NEW ADDRESS _____

6. DATE THIS PROPERTY BECAME VOID _____

7. REASON FOR TRANSFER

8. NAME OF OFFICER _____

9. SIGNATURE _____ DATE _____

Please email this form to ch@broadwaylondon.org

Telephone : 020 7710 0572