



Bellevue Housing Authority
8214 Armstrong Circle
Bellevue, NE 68147
Phone: (402) 734-5448
Fax: (402) 734-4358

MOVE IN or OUT - Section 8 – Housing Choice Vouchers

1. **Give your current landlord the required days notice to move** and the landlord reference to fill out. Keep a copy of your notice.
2. Bring back the completed landlord reference and a copy of the vacate notice to move.
3. Make an appointment to get a voucher and move paperwork at BHA.
4. Take move paperwork to landlord – **LANDLORD fills out ALL 5 SHEETS**, send or bring it back to BHA office.
5. An inspection will be scheduled once ALL of the above forms have been received.
6. An INSPECTION has to pass BEFORE you can move in.

DO NOT SIGN LEASE UNTIL THESE STEPS ARE COMPLETED!

7. **BRING BHA A SIGNED COPY OF YOUR LEASE. NO RENTAL ASSISTANCE WILL BE GIVEN WITHOUT IT.**