KEY RECEIPT

Caseload #: __________

The keys for ________________________________
UNIT ADDRESS
were returned on ________________________________
DATE

Signature: _____________________________
Signature: _____________________________
TENANT

OWNER/MANAGER
Date: _____________________________
Date: _____________________________

Phone: _____________________________
Phone: _____________________________

Note: This key receipt signifies to the Housing Commission that the tenant has returned possession of the unit to the property owner. This receipt is required when the owner has provided notice to the tenant.