



Transferring Your Voucher to the Housing Authority of the City of Austin (HACA)

Start the process by notifying your current Housing Authority of your request to transfer to Austin. Please have your Housing Authority send your file with the following information:

- Form HUD-52665
- Copy of your voucher
- Copy of most recent Form HUD-50058
- Copies of income verifications
- Copies of family composition documents
- Voucher holder contact information

Please ensure that your Housing Authority sends your most up to date information.

Once HACA receives your documentation, we will contact you by phone within 14 days to schedule an orientation date and time for you to receive your voucher.

You will be required to bring the following documents:

- Picture ID – Valid state ID or driver’s license for the head of household;
- Original birth certificates for all family members;
- Original social security cards for all family members; and
- Eligible immigration status card or documentation for eligible non-citizens.

At the orientation you will be issued a voucher based on HACA’s subsidy standard policy and will be informed of HACA’s rules, policies and procedures.

Please send documents to:

Housing Authority of the City of Austin
Attn: Portability Specialist
1124 S. IH-35
Austin, TX 78704
portability@hacanet.org
Fax: 512-494-0686

For more information, please visit:

www.hacanet.org

or

contact the Portability Specialist at:

portability@hacanet.org or 512-767-7653