

# PLANTATION — HILLS —

Brookside St., Plantation Hills Clubhouse  
Brgy. Amsic, Angeles City, Pampanga, Philippines  
0945 442 3662

HO-03  
June 7, 2023

## MOVE OUT RESIDENT FORM

INSTRUCTION: Print all information in CAPITAL LETTERS. Put N/A for information that is not applicable.

DATE OF NOTICE:                 (MM/DD/YYYY)				REFERENCE NO.           -			
RESIDENT'S INFORMATION							
NAME (Last Name)		(First Name)		(Middle Name)		(Name Extension)	
ADDRESS (House No.)		(Street)		(Barangay)		(City)	
MOBILE NO.		EMAIL ADDRESS			BLOCK NO.		LOT NO.
CLASSIFICATION <input type="checkbox"/> Resident Owner <input type="checkbox"/> Tenant/Lessee				GOVERNMENT ID.		GOVERNMENT ID NO.	
 _____ Resident's Signature							
TO BE FILLED UP BY PHVA							
<p>This is to certify that, based on the Association's records, this property/resident has no outstanding obligations to the Association and no unsettled violations against PHVA rules and regulations.</p> <p>Verified By:</p> <p>_____ Accounting &amp; Finance Supervisor</p> <p>_____ Security &amp; Safety Officer</p>							
TO BE FILLED UP BY LESSOR							
<p>This clearance to move out is being given to my tenant, _____ to allow him/her and all members of his/her household to vacate my property located at _____ on _____.</p> <p>Approved By:</p> <p>_____ Name &amp; Signature of Property Owner</p>							

Resident/s who is/are moving out must surrender all PHVA Identification cards and vehicle stickers to the PHVA Office on or before the move-out date.

Processed by:

\_\_\_\_\_  
Village Admin

Approved by:

\_\_\_\_\_  
Village Manager