



Biddeford Housing
22 South Street | P.O. Box 2287
Biddeford, ME 04005
207-282-6537 | www.bhousing.org

PORTABILITY REQUEST FORM

Under the Housing Choice Voucher Program, families can move their assistance from one jurisdiction to another under certain conditions. "Portability" means moving from one housing authority's jurisdiction to another housing authority's jurisdiction.

AM I ELIGIBLE TO MOVE INTO A UNIT IN A DIFFERENT HOUSING AUTHORITY'S JURSDICTION?

In order to move into a unit in another jurisdiction of a different housing authority (port out) you must meet at least one of the following criteria:

1. The head of your household or spouse/co-head lived in the jurisdiction of your current Housing Choice Voucher Program when you put in your initial pre-application.
2. You have been receiving housing assistance in the jurisdiction of your current housing authority for at least one year.

If you believe you are eligible to port and you would like to transfer your housing assistance to a unit in a different housing authority's jurisdiction, please fill out the form below. If you are a current program participant, your request will not be processed until Biddeford Housing (BH) receives a copy of your move out notice. If you have any questions regarding the portability process or your eligibility, please contact Michelle Vire, Voucher Programs Director, at 207.282.6537 x-2 or at mvire@bhousing.org.

Name of Head of Household: _____

Address: _____

Phone Number: _____ Email: _____

Please list the city, county and state to which you'd like to move:

City: _____ County: _____ State: _____

Name of other housing authority: _____

Contact Person: _____ Phone: _____

Fax: _____ Email: _____

Next steps in the portability process:

1. We will contact the housing authority you have listed above and will send them your full port packet.
2. You will need to contact your new housing authority to inquire about any additional requirements that they may have.

Please note, if you ported to BH from another jurisdiction and have not been absorbed by our agency, your paperwork will be sent back to your Initial Housing Authority and your Initial Housing Authority will have to process your port request.

Print Head of Household Name

Signature of Head of Household

Date