

Notice of Termination

Client Name

Date Notice Issued

You are being terminated from your shelter or supportive housing stay at:

Shelter or Housing Name and Address

Your termination will be effective at 5:00 p.m. on _____
(This date must be *at least* 15 calendar days from the date of this notice.)

This action is being taken pursuant to Section 22(2) of the Homeless Services Reform Act of 2005 (D.C. Law 16-0035, effective October 22, 2005), for the following reason(s):

- _____ Possessing a weapon on provider's premises. Section 22(2)(A)
- _____ Possessing or selling illegal drugs on provider's premises. Section 22(2)(B)
- _____ Assaulting or battering any person on the provider's premises. Section 22(2)(C)
- _____ Endangering your own safety or the safety of others on the provider's premises. Section 22(2)(D)
- _____ Intentionally or maliciously vandalizing, destroying, or stealing the property of any person on provider's premises. Section 22(2)(E)
- _____ Failing to accept offer of appropriate permanent housing or supportive housing after two offers. Section 22(2)(F)
- _____ Knowingly engaging in repeated violations of the following provider Program Rule(s) (Section 22(2)(G)):

Specifically, the factual basis for this action (including dates) is:

(If you need additional space please attach a separate sheet)

You Have the Right to Appeal Our Termination Decision

If you disagree with this decision, you have the right to appeal it through an Administrative Review and a Fair Hearing. This process is described on the back or is attached. The emergency action and your appeal rights will be explained to you by the person listed below.

A Copy of This Notice of Termination was provided to the client, by:

___ Hand delivery or ___ First Class Mail to _____
Date

Provider's Program Director Signature and Title Date

By signing this, I am admitting only that I received a copy of this Notice.

Client Signature Date

Witness Name (printed) and Signature (If Client Refused to Sign) Date

DO NOT MODIFY THIS NOTICE

Official document developed in accordance with the Homeless Services Reform Act of 2005 (4/07/06)