

Extended Absences and Abandonment

1. **Notice of Extended Absence.** A household must notify management in writing if all members of the household intend to be absent from unit for more than 30 consecutive days.
2. **Limited on Extended Absence.** A household may not be absent from the unit for longer than 60 consecutive days, or 90 days if the absence is due to medical reasons, without losing its right to tenancy in the unit. If households exceed the limit for absences, management will take appropriate legal action, including termination of assistance and eviction. A household may request in writing to have a longer absence approved, but only if there are extenuating circumstances.
3. **Abandonment.** If management does not receive notice from a household of an extended absence, management shall consider the household to have abandoned its units if:
 - a. Management believes the unit has been unoccupied for more than 30 consecutive days;
 - b. The household's rent is past due and the household has not acknowledged or responded to demands for payment.
4. **Inspection and Notice.** If management considers a unit to be abandoned, management will:
 - a. Enter the unit to conduct an emergency inspection; and
 - b. Attempt to notify household members that it considers the unit abandoned by sending notice to the household's address at the unit and to the addresses of any emergency contacts the household gave management.
5. **Legal Action.** If household members do not respond to management's written notice within 15 days of the date of the notice, management will take appropriate legal action, including termination of assistance and eviction.
6. **Storage and Disposal of Abandoned Property.** Once management has gotten an eviction order, it will make a reasonable attempt to contact the household or representative to determine the proper disposition. If management is unable to contact the household or representative, management will dispose of property as they see fit in accordance of State of Wisconsin law. All cost for removal, storage and disposition will be assessed against household.