



Termination of Tenancy

Name:

Current Address:
.....

New Address:
.....

Contact:

Will you be a: **LODGER/OWNER OCCUPIER/TENANT/OTHER?*** (*Please delete where applicable)

If **TENANT**, who will your landlord be?

I hereby authorise you to re-let the house of which I am the tenant, at the above address from:

..... (tenant must give 28 days notice of leaving)

Reason for Ending Tenancy:
.....

I understand that I must carry out the following and that failure to do so may result in charges being made against me to reimburse the Co-operative:-

1. Pay off any outstanding rent to the due date.
2. Allow access to Co-operative staff and prospective tenants.
3. Clear the house of all furnishings and personal belongings.
4. Clean all floors, fittings and fixtures.
5. Where applicable, leave the garden ground, common entries and common grounds in a neat and tidy condition.
6. Return two sets of keys to the house and include keys to back and front close doors, as appropriate.

7. **Gas and Electric Suppliers:**

Gas: _____ Electric: _____

Tenant's Signature:..... **Date:**

Joint Tenant Signature: **Date:**