

Pre-vac date: .....

Scanned date: .....



# Termination of Tenancy

Name: .....

Address: .....

Contact telephone number: .....

I/We wish to give **4 weeks'** notice to terminate my tenancy at the above address as from Monday  
.....

I/We understand that if I/we do not hand in the keys to the above property before 12:00 noon on Monday ..... I/We shall be charged a further weeks rent and each future week keys are held.

Gas Supplier: ..... Electric Supplier: .....

Telephone Supplier: ..... Water Meter: Yes/No

Forwarding address: ..... Post code: .....

**Reason for terminating tenancy:** (please tick appropriate box)

Private Tenancy	Purchased Property	Moving in with friends/relatives
Residential Home	Moving out of Borough	Housing Association
Deceased		Transferring to any other Council Property

Other: ..... (please give reason)

**I/We do hereby disclaim all rights and interests in any furniture, goods, or any articles whatsoever remaining in the above premises.**

**I/We authorise Nuneaton and Bedworth Borough Council as Landlords of the premises, or their representatives, or agents, to dispose of the furniture in any manner they may also decide and I/We understand I/We will be charged for this service.**

**If any damage has been caused to the property other than wear and tear, I/We will be charged for the repair or replacement, as per the terms and conditions of the Tenancy Agreement.**

Signed: ..... Signed: .....

Print full name: ..... Print full name: .....

Date: ..... Date: .....

**If you are not the tenant of the above property, please complete the following and tick the box to say you have read the disclaimer underlined in bald above**

Name: ..... Address: .....

Telephone number: ..... Relationship: .....

☐ Disclaimer box

**Comments:**