



Notice to End Your Tenancy

This notice ends your WDH tenancy. It is only for use by a tenant who is ending his or her own tenancy. Please return the completed form to any WDH SAP. If you need advice on anything to do with this form, please ask us. Open this form out flat before you fill it in.

***Please cross out whichever does not apply.**

Section 1

Full name of tenant(s): 1
 2

Tenancy address:

I / we* hereby give you four weeks notice of my / our intention to terminate my / our tenancy of the above address on:
Or on the Monday of the week of my tenancy which will end next after the expiration of four weeks from the service of this Notice upon you.

You must give at least four weeks' notice ending on a Monday.

I / we* will give WDH vacant possession and return the keys by 12 noon on:
(on the termination Monday)

My / our* home phone number:

My / our* work phone number:

My / our* mobile phone number:

My / our* new address is:
Please give your full forwarding address:

Postcode:

Section 2

Please tick the box which tells us the tenure of accommodation you will be moving to when you leave your tenancy and the box to confirm whether you are moving within the Wakefield area. If you need help with this, please ask.

Please tick one of these

Transfer to another WDH tenancy	<input type="checkbox"/>	Moving to an other housing association tenancy	<input type="checkbox"/>	Moving into someone else's home	<input type="checkbox"/>
Moving to a Local Authority tenancy	<input type="checkbox"/>	Moving into tied accommodation	<input type="checkbox"/>	Taken into custody	<input type="checkbox"/>
Moving into private rented housing	<input type="checkbox"/>	Buying own home	<input type="checkbox"/>	Moved to a care home	<input type="checkbox"/>
Moving to residential care	<input type="checkbox"/>				

Please tick one of these

I am moving out of the Wakefield district I am staying in the Wakefield district

Section 2a

Please tick one of the boxes below to tell us why you are ending your tenancy.

Please tick one of these

Purchasing my new home	<input type="checkbox"/>	Property no longer suitable, health reasons	<input type="checkbox"/>
Property no longer suitable, under occupied	<input type="checkbox"/>	Cannot afford upkeep of property	<input type="checkbox"/>
Moving in with my partner	<input type="checkbox"/>	Unhappy with the condition of the property	<input type="checkbox"/>
Antisocial behaviour in the area	<input type="checkbox"/>	To be closer to family / friends	<input type="checkbox"/>
To be closer to workplace	<input type="checkbox"/>	Other	<input type="checkbox"/>
End of a fixed term tenancy	<input type="checkbox"/>	Please give details	
Property no longer suitable as I have had a / another child	<input type="checkbox"/>	<input type="text"/>	

Section 3

Do you have a licence for a garage or garage plot? Yes No

Garage or plot address:

Do you want to end the tenancy of this garage or plot? Yes No

Section 4

Please give details of any adaptations done to your home or any equipment supplied:

Section 5

Please provide the following details about your gas and electricity

The name of the company supplying gas to the property:

The name of the company supplying electricity to the property:

Before you hand in the keys, can we visit your property to:

a Check the electrics and service gas? Yes No

b Inspect the property for a prospective tenant? Yes No

If so, please give convenient dates:

Would you let a prospective tenant view the property? Yes No

IMPORTANT

Warning: You may be charged if the property is not left clean, tidy and in a good state of repair or if WDH has to dispose of any furniture and belongings you leave there.

Section 6

WDH will take a photograph and advertise your property during the notice period unless you have valid reasons why we should not do this. Please state reasons why WDH should not do so:

Section 7

Declaration

I / we agree that vacant possession of the above property must be provided when the tenancy ends.

I / we agree that WDH can dispose of anything left at the property after the tenancy ends and that I may be charged for this. I understand that where only one joint tenant signs this form they are ending the tenancy on behalf of all joint tenants.

Signed by: _____ 1 Date: _____

_____ 2 Date: _____