



# Termination of Tenancy/Licence



<b>Tenant name</b>	Title	First name	Family name
	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Co-Tenant name</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Address</b>	<input type="text"/>		

Contact number

Forwarding address  Post Code

## 1 Notice to terminate tenancy

In accordance with the Tower Hamlets Council tenancy agreement, 4 weeks' notice ending on a Monday is required to end your tenancy. This may, however, be reduced at our discretion.

I/we hereby give 4 weeks' notice ending on a Monday that I/we intend to give up my/our tenancy on     
(Monday Date)

This is a transfer. I/we intend to give up my/our tenancy on the     
(Monday Date)

I understand that I will be charged rent up until the above date. All rent arrears must be cleared. If you do not hand in the keys before the above date, you will be charged full rent each week until the first Sunday after the keys have been handed in.

In accordance with the Tower Hamlets Council tenancy rules:

I/we will ensure that the property is left secure. I/we will return all the keys to the property (and any garages or sheds rented by me/us) to my/our local housing office no later than midday on the Monday on which my/our tenancy ends. I/we hereby agree to give full vacant possession on the date above.

## 2 Notice to terminate licence

I hereby give 7 days' notice, ending on a Monday, that I wish to terminate my licence

for:  Garage  Parking space  Store/Shed  Bike Shelter

Facility Address

and will return any keys & permits no later than midday on Monday     
(Monday Date)

## 3 Disclaimer

I/we request that you dispose of all remaining contents after the date I/we leave. I/we agree to make no claim for anything left behind. I/we understand that I/we will have to pay for the clearance of anything remaining in the property, for any reinstatement works to unauthorised alterations/damage and for any lock change if the keys are not returned.

	Signing this form will end the tenancy for you and any joint tenant on the date shown. After that date you and anyone else who lives in the property will have no right to remain in occupation. If you are unsure of your legal position you are advised to seek your own independent legal advice.
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I/we understand that by signing this document my tenancy (including any joint tenancy or licence) will end and anyone living in the property will have to move out at the same time and have no right to remain.

Signature of  
Tenant 1

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Date

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Signature of  
Tenant 2

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Date

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Inspected – repairs to be re-charged?

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Date

--	--	--

Copy to exporting office if transfer?

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Date

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Key returned?

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Date

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Rubbish to be cleared & re-charged?

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Date

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THH Signature for LBTH

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Print name

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