

Ending your Habitare tenancy

To: Amplus

I/We: (your names)

hereby give you notice to quit the tenancy of:

..... (your address)

on (date)

or on the day which a complete period of the tenancy expires after the end of one calendar month from service of this Notice. **Please be aware that it is not possible to withdraw a valid Notice to Quit.**

Dated:

Signed: (Tenant 1)

Signed: (Tenant 2)

Your details

Name of person giving notice (1)		
Name of person giving notice (2)		
Telephone number		
Email address		
Forwarding address		
	Postcode	
Telephone number		
Garage address (if applicable)		
Reason for giving notice		

Important points

I/we understand the following.

- At least one calendar month's notice in writing is required to end the tenancy.
- If I do not leave the property after the notice period has expired, my tenancy will end and I will be liable for use and occupation charges for the property.
- **If you are ending a tenancy on behalf of someone else:**
 - Alongside this form, you will need to provide us with a copy of the Property and Financial Affairs Lasting Power of Attorney.
- **If you are ending a tenancy on behalf of someone who has died:**
 - Next of kin will need to end the tenancy formally by email, letter or the ending a tenancy form.
 - Non-family members will need to contact Amplus to discuss the circumstances.
- Keys can be left in the key safe any time up until 12 noon on the last day of the notice period or arrangements will be made for keys to be collected in person.
- I will be expected to provide access for a property inspection to be carried out before I leave. Please note, Amplus will contact you within three working days of receiving the notice to arrange this appointment. If you have not heard from us or have any queries regarding the inspection, please contact the Lettings team.
- Any debts on the gas and electricity meters are my responsibility and I will be liable for any monies outstanding. The utility meters will be changed at the end of the notice period; if I stay at the property past this date, my utilities will be affected.
- Any items left in the property, garage, outbuildings, shed or garden, after the keys are returned to Amplus, will be deemed as unwanted items. As such they will be disposed of and I will be charged for the cost of disposal.
- It is my responsibility to ensure that all mail is redirected.

Signed (1)		Signed (2)	
Print name		Print name	
Date		Date	

Please return to:

Amplus, K2, Timbold Drive, Kents Hill, Milton Keynes, MK7 6BZ

Tel: 0300 123 5544 Email: onboarding@amplus.co.uk