

## Notice to end a tenancy

**Please fill in, sign and date this form to end your Amplius Living tenancy and move out of your home. Once you have given us notice, this cannot be withdrawn, so make sure you read, understand and follow the points below.**

If you need help or advice about ending your tenancy, please contact us at [onboarding@amplius.co.uk](mailto:onboarding@amplius.co.uk) or 0300 123 5544.

### Notice to quit

To: Amplius Living

I/We: \_\_\_\_\_ (your names)

give you notice to quit the tenancy of:

\_\_\_\_\_ (your address)

on Sunday \_\_\_\_\_ (date) \_\_\_\_\_ (month) \_\_\_\_\_ (year)

or on the day a complete period of the tenancy expires after the end of four weeks from the date of this notice.

### Your signature(s)

Signed: \_\_\_\_\_ (Tenant 1 or their representative)

Signed: \_\_\_\_\_ (Tenant 2)

Date: \_\_\_\_\_

**If you are ending the tenancy on behalf of the tenant, please provide the following details:**

Your name	
Your address	
Your telephone number	
Your email address	
Acting as, for example, Executor/ Next of Kin/Appointed Representative (please attach/send a copy of the death certificate/Power of Attorney)	
Reason for giving notice	
Garage (if applicable)	
I will return the keys on (date): Please email voidplanners@amplus.co.uk to confirm once keys have been left in key safe	

**If you are the tenant**

Your phone number	
Your email address	
Your new or forwarding address, including postcode	
Your garage address (if applicable)	
Your reason for giving us notice	
I will return the keys on (date): Please email voidplanners@amplus.co.uk to confirm once keys have been left in key safe	

## Important points

By signing and sending us this form, you agree to:

- Give us at least four full weeks' notice to quit, ending on a Sunday.
- Ensure rent account is clear at the point the tenancy ends. Amplus will pursue any arrears/recharges outstanding at the end of the tenancy.
- Provide a copy of a death certificate or Lasting Power of Attorney for Property and Financial Affairs if you're ending this tenancy on behalf of someone else.
- Give Amplus full vacant possession of the property by the tenancy termination date, ensuring all belongings are removed from every part of the property and left in a safe, clean and tidy condition.
- Pay the costs (based on the attached schedule) of us disposing of anything you leave behind in the property and putting right any unreasonable damage.
- Return all keys and fobs for the property to us by the date this notice expires.
- Pay all charges for electricity, water, gas and other utilities up to the date this notice expires and arrange for mail to be redirected to your new or forwarding address.
- Continue paying charges for use and occupation of the property if you do not leave the property after the notice has expired.

## Property attributes form

Number of living rooms			
Is there a lift?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have a downstairs toilet?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the main bathroom downstairs?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have a wet room/level access shower?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Bathroom configuration	Shower cubicle only <input type="checkbox"/>	Over-bath shower <input type="checkbox"/>	Bath only <input type="checkbox"/>
Garden information	Shared/communal <input type="checkbox"/>	Sole use <input type="checkbox"/>	None <input type="checkbox"/>
Heating type	Electric storage <input type="checkbox"/>	Gas warm air <input type="checkbox"/>	Gas <input type="checkbox"/>
	Oil <input type="checkbox"/>	Other (please specify) .....	
Do you have off road parking?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Any adaptations for disabled (e.g. key safe/ramp/wet room etc)? If yes, please provide details:		Yes <input type="checkbox"/>	No <input type="checkbox"/>

**We will be in touch to discuss a property inspection upon receiving this form**

Please return this form:

by email to: [onboarding@amplus.co.uk](mailto:onboarding@amplus.co.uk)

or by post to: Amplus, K2 Timbold Drive, Kents Hill, Milton Keynes, MK7 6BZ