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**Garage Notice to Quit**

|  |  |
| --- | --- |
| First name(s) |  |
| Surname: |  |
| Address: |  |
| Contact number |  |
| Email address |  |
| Garage address: |  |
| Do you have a key safe? | No [ ]  Yes [ ]  Key safe number:  |

Please refer to your original garage licence agreement for your required notice period. If you have any questions, please email garages@amplius.co.uk

|  |  |
| --- | --- |
| Date notice given: |  |
| Tenancy end date (must be a Sunday): |  |
| Tenant signature: |  |

**Please return completed form:**

By email to
garages@amplius.co.uk

Or by post to:
Garages, Amplius, K2, Timbold Drive, Kents Hill, Milton Keynes MK7 6BZ

The garage must be emptied of all personal effects and rubbish before the keys are returned. If items are not removed there will be a recharge to remove them, which will be the full cost, plus VAT and an administrative cost.

Please note the garage tenancy will not be terminated until we are in receipt of the garage keys and rent will continue to be charged to the account.

**Office use only**

|  |  |  |  |
| --- | --- | --- | --- |
| Keys returned | Yes [ ]  No [ ]  | Number of keys |  |
| Officer name |  |