

Surrender of Tenancy

Name	
Contact Number	
Address	

I/we hereby give 4 weeks' notice to terminate the tenancy at

Property address

The tenancy will end on _____

I/we undertake to give vacant possession, and to return the property in good condition together with all of the keys to you, the landlord on the date cited above.

I/We agree to give access to a member of North & East Housing Association's staff to carry out a full inspection of my/our home prior to expiry of this notice.

I/we have or will pay all rent due up to the expiration of this notice.

If I/we do not hand in the keys by the date of surrender, I/we undertake to reimburse you for the cost incurred in changing all existing locks at the surrender property. I/We understand that I/We may also be charged rent if the keys are not received by the date your tenancy terminates. I/We further understand that North & East Housing Association will recharge me/us for the cost of cleaning/clearing any items left behind inside the property or in the garden and will dispose of all goods left behind as soon as the property is void.

Signature – Tenant	Signature – Joint Tenant
Date:	Date:

Additional Information

Forwarding address	
Contact Telephone Number(s)	
Email address (if any)	
Reason for leaving the property	
Is there anything North & East could have done to change your mind about moving out?	
Electricity Supplier	
Standard Meter or Pre-Paid	
Any outstanding electricity debt	
Gas Supplier	
Standard Meter or Pre-Paid	
Any outstanding gas debt	

Please Return to

Housing Officer
North & East Housing Association, Unit 287, Block G,
Blanchardstown Corporate Park 2, Blanchardstown, Dublin D15 P229
D15 P229