

Tenancy End Form

SECTION 1 – TENANTS DETAILS

Name of tenant:

Address being vacated:

Contact telephone number:

Size/Type of property:

I/We relinquish the tenancy of the above property with effect from:

What date did you give notice?

I authorise Torus to dispose of any items left in the property.

Signature:

(Tenant/ Next of Kin/ Family member)

SECTION 2 - IF NOT COMPLETED BY THE TENANT

Name of person completing the form:

Address:

Telephone number:

Is the tenant deceased? **Yes - Move to section 3**

No - Move to section 4

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SECTION 3

Do you have a death certificate? YES /NO

Relationship to tenant:

Are you Next of Kin Yes/No?

If yes complete Next of kin details below;

Name:

Address:

Telephone Number:

Post Code:

Is an estate (Will) Yes/No/Not Applicable

SECTION 4

Forwarding address of tenant:

Post Code:

Who is the landlord of the new address?

Reason for leaving: _____

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SECTION 5

Torus adaptations: Y/N

If yes, please provide detail:

Furnished Tenancy: Y/N

If yes, please list furniture items:

Is the tenant leaving any curtains or blinds? Y/N

Has the tenant made any alterations to the property? Y/N

Have any improvements been made to the property? Y/N

Are there any unwanted kitchen appliances? Y/N

- | | |
|---|---------------------------------|
| <input type="checkbox"/> Washing Machine / Tumble Dryer | <input type="checkbox"/> Cooker |
| <input type="checkbox"/> Fridge / Freezer | <input type="checkbox"/> Other |
| <input type="checkbox"/> Dishwasher | |

Is the property clear of rubbish? Y/N

If no, please provide detail:

Has the property been damaged? Y/N

If yes give details below:

PLEASE NOTE YOU WILL BE CHARGED FOR ANY RUBBISH LEFT AT THE PROPERTY.

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