

Notice of vacation

Name

Address

.....

.....

.....

Garage no.

Parking space no.

Shed no.

Do you have a garden? Yes* / No

* If yes, please fill out section on gardens overleaf.

Name of electricity supplier Meter reading.....

Name of gas supplier Meter reading.....

I wish to surrender the tenancy of the above address and give the London Borough of Camden permission to dispose of any items/property left in the property. If the Council needs to clear the property and dispose of anything, I agree to pay to the Council:

- its reasonable costs of clearing the property of my personal belongings and disposing of them and
- a sum equivalent to lost rent for the period the Council was unable to re-let the property due to it clearing the property of my personal belongings.

I understand that I am required to give four weeks' notice to end my tenancy and, in the absence of this, I may be charged a sum equivalent to four weeks' rent from the date I give notice.

I gave notice today/on and understand I may therefore be charged a sum as above.

I understand that I am required to return the keys by 12pm on a Monday. Failure to do so will lead to an occupation charge.

NOTE: The requirement to give 4 weeks' notice does not apply if you are moving to another Camden property or settling the affairs of a deceased tenant. If the latter, please give your address details and your relationship to the deceased tenant.

My new address is:

Date moving in:..... Tel no.....

email

Signed: Today's date:.....

Counter signed (on behalf of LB Camden)

Date..... Time

If you are handing keys on behalf of a tenant please provide details overleaf

Handing in keys on behalf of another

Name

Your contact address

.....

.....

Tel no email

Relationship to tenant (please specify)

Next of kin (please indicate relationship and copy of the death certificate).....

Neighbour

Friend

Other (please indicate).....

Death certificate attached

Gardens

If you have had use of a garden, was this:

For the use of you and your family or people who lived with you only (sole use)

Used by other neighbours (shared use)

(tick one only)

If used by other neighbours, please provide any further information here

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