

## Notice to quit given by tenants

We give notice to Saffron Housing Trust to end the tenancy at the address below to take effect four weeks from the Monday following service of this notice.

<b>Full name of tenant 1</b>	
<b>Full name of tenant 2</b>	
<b>Address of tenancy</b>	
<b>Telephone number</b>	
<b>Email</b>	
<b>Forwarding address</b>	
<b>Signature tenant 1</b>	
<b>Signature tenant 2</b>	

Tick this box to agree that Saffron Housing Trust can pass your forwarding address to our utility provider

If you are a joint tenant who wishes to end your tenancy the serving of this notice will end the tenancy for both tenants. The remaining tenant will have no legal right to remain in the property once the notice to quit period has passed. Please seek independent legal advice before signing this document if this is the situation you are in.

**If you are acting on behalf of a deceased tenant, have Power of Attorney or are tenant's representatives, please complete your details below**

- Please tick if the tenant has died and you are the executor of the will. Please provide us with your contact details below, together with a copy of the death certificate and confirmation that you are the executor of the will. (Please do not delay sending the form if you do not have these documents)
- Please tick if you are acting as Power of Attorney for financial and property affairs. Please provide us with the full legal documentation and your contact details on the next page.
- Please tick if you are acting on behalf of the tenant in relation to arranging inspection of the property and returning the keys and provide your contact details below.

<b>Contact name</b>	
<b>Contact Address</b>	
<b>Telephone number:</b>	
<b>Email:</b>	

- At the end of the notice all occupants will have to leave. The notice to quit is a legally binding document.
- The tenancy end date will be confirmed in writing along with further information regarding the end of your tenancy. You will be charged for the full cost of the lock change if you do not leave your keys.

By signing this form, you understand that any possessions left in the property after the tenancy end date will be disposed of by Saffron Housing Trust without further notice and you will have given up any rights relating to those possessions and you will be charged for the disposal.

**Reason for ending tenancy:**

Death of tenant  Date of death:

Moving to other Saffron Housing Trust property

Moving to a Saffron Housing Trust sheltered or housing with care property

Moving to other housing association/local authority property

Moving to private rented

Moving into care or residential home

Moving in with family or friends

Buying private property

Buying a property through a government mortgage scheme

Taken into custody

Moving with no permanent address

ASB/Neighbour dispute

Is the property you are moving to a new build? Yes  No

**Property details:**

Does the property have a separate dining room and living room? Yes  No

Approximate size of garden (if applicable)

Front: Small / Medium / Large      Back: Small / Medium / Large

Does the property have any disabled adaptations for example wet room, ramps, grab rails? Yes  No

If yes, please specify

Which company supplies gas to your property?

Which company supplies electricity to your property?

Please complete this form and return it to [lettings@saffronhousing.co.uk](mailto:lettings@saffronhousing.co.uk) by email. Alternatively, you can return it by post to: Lettings, Saffron Housing Trust, Saffron Barn, Swan Lane, Long Stratton, NR15 2XP