## **IPrint on Lar**

- <<Name(s) of all Tenant(s)>>
- << Address of property occupied by
- <<Address>>
- <<Postcode>>

<<Date>>

Dear <<Name(s) as above>>

## Your tenancy of << Property add

We/I regret to inform you that [di wishes to bring your tenancy to an

I enclose a formal notice under se carefully and seek advice if you are

We/I take this opportunity to rem property. As you know, I am/the so long as the property is left in the

I would ask you please to go thro have been completed by the time full it should not be necessary for r

## **Checklist**

- The property should be clear
- 2. All items belonging to you sh
- All furniture and other conter
- 4. The carpets and upholstery
- 5. The windows should be clea
- 6. The walls should not need walls.
- 7. The cooker/oven/grill should
- 8. The cupboards should be en
- The fridge/freezer should be open).
- 10. The bath, toilet, sinks and ke
- 11. The garden (if any) should b
- Rent must be paid up to do month's rent may be paid by
- 13. Please arrange for post to online.
- Please arrange for the teleph
- Please DO NOT contact th together when you vacate.

I should be grateful if you would colletter and returning it to me in the st



## tice

termination>>] I wish/the Landlord

Act 1988. Please read the Notice

I must take before you leave the posit which will be refunded in full n you moved in.

ist and make sure that all actions If the checklist is complied with in deductions from your deposit.

the original rooms.

sionally cleaned.

cture/poster fixings often damage

eaned.

tems belonging to you.

sted (unplugged and the door left

-scaled.

state.

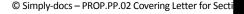
e for you to assume that the last our deposit.

available from the post office or

ippliers. We will read the meters

r by signing the enclosed duplicate pe provided.

1



Yours sincerely,

[For and on behalf of the] Landlord

I/we confirm receipt of the letter of

Signed:

.....

S

A

its enclosures.

Dated: .....

.....