



CHANGE OF SHARED TENANCY NOTICE

PROPERTY: _____

This is to confirm that I/we _____
are the current lease holders at the above property and would like to change the current shared tenancy details.

_____ wish to remain occupants at the property,

_____ wish to vacate on ____ / ____ / ____ (Date).

We request that _____ become lease holders

OR approved occupants

(Please ✓ Tick appropriate box.)

CURRENT TENANT(s) – I/we agree to the changes as outlined in this notice form.

TENANT(s) MOVING OUT – I/we agree that we wish to vacate the property and request our name to be removed from the tenancy agreement. I/we will pay rent up to and including the move out date

NEW TENANT(s) – I/we understand that a tenancy application form must be completed by all new occupants and approval must be given by the Agent. (Our office will usually advise you within 48 hours).

Upon acceptance as a tenant I/we agree that we will abide by the terms & conditions of the Tenancy Agreement and accept full responsibility for the property. I/we agree to pay the outgoing tenant(s) their portion of the bond being \$ _____ (if applicable, when transferring bond names.)

SIGNED **Current Tenant(s)** ✕ _____ Date: _____

Tenant(s) Moving Out ✕ _____ Date: _____

Tenant(s) Moving Out ✕ _____ Date: _____