Joint tenancy termination notice form

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| **Tenant name** |  |
| **Address** | **Postcode** |

**I, the tenant named above, want to end my interest in the tenancy at the above address.**

I understand that (in line with the Housing (Scotland) Act 2001 Section 13) to end my interest in the joint tenancy I must:

* give you, Moray Council, four weeks’ notice in writing (by filling in and submitting this form); and
* give each and every other joint tenant four weeks’ notice in writing.

I understand that

* I will remain jointly and severally liable for the payment of rent and any housing related debt until the date that my interest in the tenancy ends.
* Any unpaid housing debt may affect any future applications I make for social housing.
* Once you receive this notice of termination form, you will contact the other joint tenants to confirm that I have given them four weeks’ notice in writing.
* You will contact me and confirm the termination date.

My forwarding address will be:

|  |  |
| --- | --- |
| **Name** |  |
| **Address** | **Postcode** |
| **Contact details** |  |

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| **I confirm that I have understood the above and that I have given every other joint tenant four weeks’ notice in writing to end my interest in the joint tenancy at the above address.** | | | |
| **Signed tenant** |  | **Date** |  |