

# Notice to end Tenancy Agreement

(You must give at least three weeks notice)

Customer name

Customer reference number

Address of rental property you are leaving

Date you will be leaving and returning keys

Electricity supplier for above named property

Gas supplier for property (not gas bottles)

I/We give notice that I/we wish to end our tenancy for the above named Housing New Zealand Corporation home.

I/We understand that our Tenancy Agreement with you means that 21 days notice must be given.

I/We understand that any request to withdraw notice must be made in writing, and that acceptance of the withdrawal notice is at the sole discretion of Housing New Zealand.

I/We understand that charges will be made for changing the locks if the keys are not returned.

I/We understand that the Tenancy Agreement I/we signed means we are responsible for the costs of any cleaning or repairs that may be necessary if the house and grounds are not left clean, tidy, in good repair and if all the rubbish is not removed.

My/Our new address and address for service will be

My/Our new phone number will be

Please complete the following questions. The information you and other customers give us helps us look at the service we give and plan for the future.

## A. Why are you leaving? (please tick one box)

- |                        |                          |                               |                          |                         |                          |
|------------------------|--------------------------|-------------------------------|--------------------------|-------------------------|--------------------------|
| Change of scene        | <input type="checkbox"/> | Larger property needed        | <input type="checkbox"/> | Smaller property needed | <input type="checkbox"/> |
| Employment opportunity | <input type="checkbox"/> | Going overseas                | <input type="checkbox"/> | Tenancy expired (HLP)   | <input type="checkbox"/> |
| Health issues          | <input type="checkbox"/> | Condition of property         | <input type="checkbox"/> |                         |                          |
| Purchased own home     | <input type="checkbox"/> | Personal safety               | <input type="checkbox"/> |                         |                          |
| Retirement             | <input type="checkbox"/> | Better schooling for children | <input type="checkbox"/> |                         |                          |
| Neighbourhood issues   | <input type="checkbox"/> | Special need                  | <input type="checkbox"/> |                         |                          |

## B. What sort of housing are you going to? (please tick one box)

- |                     |                          |                           |                          |                          |                          |
|---------------------|--------------------------|---------------------------|--------------------------|--------------------------|--------------------------|
| Bought own home     | <input type="checkbox"/> | Transfer to HNZN property | <input type="checkbox"/> | Moved to private rental  | <input type="checkbox"/> |
| Sharing with family | <input type="checkbox"/> | Purchased HNZN property   | <input type="checkbox"/> | Moved to retirement home | <input type="checkbox"/> |

Other reasons (please specify)

Signed

Tenant or agent for tenant

Date

**If you need a receipt for return of keys, please ask.**

## Office use only

Date keys received