

Notice to vacate

Notice to vacate expires on: (void on)

Date is always a Sunday

Name:

Address (including postcode):

Notice given by:

Where keys will be located on void:

Reason for vacating:

Utility Information:

My gas supplier is:

Type of meter installed:

My electricity supplier is:

Type of meter installed:

New Address (including postcode):

New Telephone No.

Disposal of items:

I hereby authorise that Birmingham City Housing Association may dispose of any furniture and items etc. that are left at the above address at the termination of the tenancy.

I understand that I may be charged for the removal of any rubbish or other items left in the property or for any damage caused.

Signed:

Print name:

Date:

Please contact us if you would like a copy of this document in large print, on CD or in another language or you have any other queries: *Email:* bcha@bcivic.co.uk *Tel:* 0121 382 5105

Fax: 0121 382 5205 *Write to:* 230-234 Wheelwright Road, Erdington, Birmingham B24 8EH