

Rent to Buy Tenancy Termination Information Sheet

Thank you for contacting us regarding ending your rent to buy tenancy.

Please complete and return the accompanying form to give notice to end your tenancy. As set out in your tenancy agreement 2 months' notice are required and your tenancy will end at 12 noon, 2 calendar months from the date this form is received by Weaver Vale Housing Trust.

A member of our Sales & Homeownership Team will contact you once your termination form has been received to arrange a pre-termination visit and answer any questions you may have about vacating the property.

If you decide to move out of your current home, your tenancy agreement requires that you comply with the following conditions:

1. Continue to pay your rent until your tenancy officially ends. You must ensure your rent account is clear before you vacate the property. If you have any queries about your rent account, please contact our rent support officers on 0300 303 9848.
2. Give at least 2 calendar month's notice of your intention to leave.
3. Return all keys no later than **12:00 noon on the final day of your notice period** to avoid being charged further rent. We will agree a suitable date and time with you to collect the keys and inspect your property.
4. Ensure that no one remains living at the property after your tenancy has ended.
5. Remove all furniture, personal belongings, and possessions from the property. Charges may apply for the removal of any items left behind.
6. Remove all rubbish from the property, including any gardens or external areas. Charges may apply for clearance work required after you leave.
7. Return the property, including any decorations, to the condition it was in when it was let to you, allowing for fair wear and tear where applicable.
8. Complete any repairs that are your responsibility as a tenant before vacating the property.

9. Ensure that all services and fixtures remain in place and are left in working order.
10. Take final meter readings, arrange for the water supply to be turned off if required, and ensure that any gas and electrical equipment is left in a safe condition.

Your gas and electricity supplies will be transferred to a preferred energy provider at the end of your notice period. Please contact us immediately if you are unable to move out and return the keys by 12 noon on the final day of your notice period.

Please note that if you do not comply with any of the above conditions, you may be charged for any costs we incur in putting matters right. These charges may be deducted from your deposit and could result in the loss of part or all of your deposit.

We may share the information relating to your tenancy and its termination, and obtain information from other organisations, where relevant and appropriate to your relationship with us- this could include utility companies, local authorities, Government departments and other agencies to help manage the termination of your tenancy and for identification of fraud. We will also share information where required to do so by law and in the recovery of outstanding debts to the Trust.

If you have any questions about ending your tenancy or would like further guidance, please do not hesitate to contact us on 01606 813319 or renttobuy@wvht.co.uk