

Notice of Termination Form - Next of Kin

Please use this form to give four weeks' notice on a property in the event of a death. Return the form either in person or by post to our Head Office address below, or by email using the email address at the bottom of this form.

Name (Next of Kin)

Address

.....

Postcode Telephone number(s)

Hereby give four weeks' notice of intention to terminate the tenancy of:

Address

Occupied by who died on

Executor/Solicitor/Next of Kin dealing with the Estate

Please forward any correspondence to

.....

Postcode Telephone number(s)

Email address

Death Certificate attached [] (tick for yes)

Rent will be due up to the end of the tenancy, however if Housing Benefit was being claimed they will pay up to the Sunday following the date of death. If there are any outstanding monies due these should be charged to the Estate. Please contact a member of the rents team on the various ways to pay.

I/We understand the dwelling must be left vacant and in a clean and tidy condition. If any personal items or general household or garden rubbish are left at the property after the tenancy has ended then North Devon Homes will be entitled to recharge the estate for the cost of removing these items.

Similarly, if the property has been damaged beyond reasonable wear and tear or repair items which are the tenants responsibility and have not been carried out, North Devon Homes will be able to recharge the estate for the cost of any necessary remedial works.

If you expect the keys to be returned earlier than the date the tenancy will end please give the date:

Please note if you return the keys earlier it will not affect the notice period and the full four weeks' notice will still be charged.

Do you have a keybox at your property? If so please inform us of the number. We will need this to gain access so we can change the code for the next tenant once you have vacated the property. Keybox number:

Signed

Date

Witness (Not a family member)

Address

Occupation: