

Request to Change Shared Tenancy

PROPERTY (address) _____

CURRENT TENANT/S _____

TENANT/S WANTING TO BE ADDED TO LEASE _____

(Please ensure each applicant has completed an application form and attached to this notice)

TENANT/S VACATING _____

Please note: Filling out this notice does not automatically change the details of your tenancy. We shall endeavor to contact the Landlord/s of the property as soon as possible to seek their approval. Once permission has been sought, all tenants will be required to sign prior to the changes commencing.

This notice is to confirm I/we the current tenant/s of the above mentioned property agree to the changes as outlined above.

CURRENT TENANT/S NAME & SIGNATURE

DATE

NEW TENANT/S NAME & SIGNATURE

DATE

VACATING TENANT/S NAME & SIGNATURE

DATE

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