



Sample Letter: Notice of Intent to Vacate

Name Address

Date

Landlord Name Landlord Address

Dear Landlord:

The Landlord/Tenant Act of Washington requires me to give written notice of my intent to vacate my unit at least twenty days prior to the end of a monthly rental period. This letter shall serve as written notice of my intent to vacate the premises. I will be gone on or before date: ______,

Please send my deposit refund to the address that appears below.

Address

Sincerely,

Your Name

SURRENDER	R OF TENANCY	DATE;
1. Particulars		
The Landlord:		
Of		
The Tenant:		
The Property:		
The Tenancy.	Periodic Tenancy Agreement An assured tenancy of the property or 23 rd September 2008, which changed the 23 rd March 2009 automatically at	into a Periodic Tenancy Agreement

agreement made between The Landlord and The Tenant.

2. Surrender and Acceptance

The tenant surrenders and releases to the Landlord all his interest in the property with vacant possession and the Landlord accepts this surrender.

3. Release

3.1 The landlord confirms that all rent due under the tenancy to date has been paid and that no further payments, whether in respect of rent or otherwise, are due.

3.2 The Tenant confirms that he has received his deposit from The Landlord and that no further payments are due to him.

4. Effect

The provisions of this agreement (other than those contained in this clause) shall not have any effect until this agreement has been dated. This agreement has been entered into by the parties on the day and year entered at the top and bottom of this document.

Signed by the Landlord:

Signed by the Tenant:

Date:

	Sample letter: Terminating Periodic Tenancy: all tenants vacating
Date	
Your name	
Your add	1055
Landlord	
Landlord	's address
Dear land	lord's name
	Notice of Intention to Vacate
address) (rept this letter as three weeks notice of myloar intention to vacate the property at (your in (date), as required by clause 88 of our tenancy agreement. Uwe will be vacating the above and returning the keys on (date). Please note that the tenancy will tennisate on this date it is the start of the
	er with clause 88.
accordans Please co	e with clause 88. tate: free en (your phone number) during work hours to arrange a mutually convenient time impection.
accordana Please co for a final	tacc me of your phone number) during work hours to arrange a mutually convenient time impection.
accordans Please co	their free on (your phone number) during work hours to arrange a manually convenient time impectors.

EVICTION LETTER

Date: ___/ ___/ _____

Tenant's Name Here Address of the Rented Place Address Line 2

Subject: Write subject of the letter here

Salutation,

Sample text here sample

	le text here sample text here sample text here sample text here
mple text here somple text here	sample text here.
urs Sincerely,	
(Signature)	

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Is an abandonment notice legal. What constitutes tenant abandonment. How long does a tenant have to respond to a section 25 notice. How long does a tenant have to be gone to be considered abandonment. What is a notice of abandonment.

remove from the property at the end of the tenancy. A landlord can place a clause in their AST outlining what will happen to tenant's goods. • Safe storage of the goods. There may be perfectly logical explanations for why a tenant has a right to return - they still have a tenancy: Extended holidays Hospital stays Prison sentences Not only is illegal eviction a criminal offence, the landlord can find themselves at the receiving end of a claim for civil damages. Tenants sometimes leave their accommodation unoccupied for long periods. 2. Unoccupied for vandals for vandals for vandals for vandals at the receiving end of a claim for civil damages. and create nuisance complaints from neighbours, possibly then involving the local authorities. Never be tempted to change the locks and remove tenants' possessions in such circumstances. Problems of Abandonment for the Landlord! This action may be in breach of the tenancy agreement as these usually state that the property must not be left unoccupied in excess of two-weeks without informing the landlord. The law relating to uncollected consumer goods is covered by the Torts (Interference with Goods) Act 1977 The obligation to adhere to this legislation can result in financial losses for the landlord as a result of: • Moving and transporting the uncollected goods. What is Abandonment? The landlord has a responsibility to his tenant to safeguard any belongings left in the property If the landlord takes over the property or re-lets and the tenant returns he could be in serious trouble for (1) the civil offence of breaching existing tenancy contract, and (2) a criminal offence under the Protection from Eviction Act 1977. If you are in dispute with the tenants about any aspect of the goods, it is recommended that you do not sell the goods until this dispute is resolved. Provide a weekly cleaning service within the tenancy which means that the condition of the goods until this dispute is resolved. tenancy tenants have a "legal estate" in the property and a right to treat the premises as their own, within the terms of the lease - harassment has very serious consequences. Can you see through the windows if the tenant's possessions are still in the accommodation? Legally, abandonment is the voluntary surrender of a legal right, for example, an interest in land or property - a tenancy. • Write to the tenant by registered post or recorded delivery with a legal notice. If the above points indicate abandonment and the property has been left in an insecure state, or you suspect internal appliances could present a danger to the property has been left. for entering the premises and possibly fitting a secure lock. If you have carried out your Tenant Screening checks carefully and the tenant, or a relative, even if the premises are abandoned. • If the goods remain unclaimed after 3 months you can sell them to a buyer, who will receive good title to them. Contact the office on 01603767101 or info@easternlandlords.org.uk Key Points When a tenant is legally entitled to return and take up residence again. You leave a clear notice on the door informing the tenant that the lock has been changed and that if they require access they must contact you at the address supplied to obtain a replacement key Remember that you do not want to encourage squatters - notices displayed too prominently may do just that! Under no circumstance must you deprive the tenant/s of their rights to access. Adding a clause to your Assured Shorthold Tenancies You may like to consider adding a clause to your lease regarding the procedures you will take in the event of uncollected goods being left in the premises. Do neighbours have any knowledge? Can you contact the tenant or a relative? You need the agreement of the tenant that she has actually abandoned her tenancy rights, preferably in writing in the form of a notice to quit. Relevant legislation - Torts (Interference with Goods) Act 1977. A landlord or agent in this position has some difficult decisions to make: 1. If you are not owed money a reasonable period, typically 28 days is acceptable before selling the goods. • Make sure your notice clearly identifies you as the landlord and gives full contact details for yourself as landlord and include complete contact details. Click here for a template notice to serve to the property - Abandoned items left at a property - Abandoned items left at a property A suggested procedure for legally disposing of uncollected tenant's goods: • Make every effort to trace the tenant's to their new address or contact them through any forwarding address you may have. Good Left in the Premises Frequently, tenants leave goods after their tenancy has concluded. If you have handled the tenancy application correctly you should always have sufficient information to contact the tenancy application correctly you should always have sufficient information to contact the tenancy has concluded. re-let and the tenant returns? The tenant shall be responsible for all reasonable costs which the landlord may incur. What legal right has the landlord shall be entitled to deduct such costs from any monies lawfully due to the tenant." Remember to always check the wording of any clause you use to ensure that it adheres to the Torts Act 1977. You also need the return of the keys - this is an important point as returning the keys is a clear indication of the tenant's intent. If you do not have a clause in your Assured Shorthold Tenancies If you do not have such a clause, it is important that you correctly serve a legal notice regarding the uncollected goods. A landlord must serve notice before disposing of any goods. There's only one guaranteed safe way to deal with this - get a court possession order before taking over the property. Unoccupied properties are vulnerable to occupation by squatters An important point is, is the rent still being paid? The following template letters can be used -Abandonment Notice 1 Abandonment Notice 2 In this case: You should have a reliable independent witness willing to confirm the circumstances in writing. What should happen to any of the tenant's possessions which may have been left behind? landlords. Can't find what you're looking for? If the tenant does appear to have abandoned the property but other evidence introduces doubt, or you cannot confirm this, you should obtain a court possession order before taking over the property. Even so, the tenant still has their rights, even if the rent has not been paid, and there are very severe penalties for any landlord who can be shown to have illegally evicted a tenant. 4. • If you are owed monies you must keep goods for 3 months before disposing of them. Has the tenant left the keys to the property? 3. • Legal disposal of the goods. Have you asked the neighbours? You may consider contacting the local authority's Tenant Relations Officer. It is suggested that such a clause will outline what deductions you will make from the sale. This situation puts the landlord in a difficult position for several reasons: Insurers usually stipulate that they must be informed if the property is to be unoccupied for periods in excess of 14 days, and may increase the premium due to the increased risk in these circumstances. This is advisable especially if all the tenant's possessions are still in the property. Taking these precautions may enable you to re-let quickly (seeking a possession order can be a lengthy process), but if in doubt seek expert advice on the specific case locally, and seek the assistance of independent witnesses. • Once you have covered your expenses in this process and any rent arrears etc, any proceeds left over will belong to the original owner - your tenant, if they should turn up and claim within six years. - get witness statements if you can. If it is very obvious that the tenant has left for good, can the property be re-let? Any monies outstanding after the deduction of your reasonable costs belong to the tenant appears to have abandoned the property, but you have no written confirmation, important points are: Is the rent still being paid? Landlord Guide Check the property regularly, without interfering with or harassing the tenants, to make sure it is still occupied as well as carefully monitoring rent payments. Also consider: Asking a neighbour to monitor tenants' movements for you

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