

**FORM 8B – CL10**

Office Use: Date received / /

## CHANGE OF SHARED TENANCY NOTICE

PROPERTY: \_\_\_\_\_

This is to confirm that I/we \_\_\_\_\_ am/are the

Insert Name(s)

current tenant/s of the above property and request a change to the shared tenancy.

\_\_\_\_\_ wish to remain occupants at the property and

Insert Name(s)

\_\_\_\_\_ wish to vacate on \_\_\_\_\_ . We request that

Insert Name(s)

Date

\_\_\_\_\_ become lease holders  or approved occupants

Insert Name(s)

Tick appropriate box.

**CURRENT TENANT/S** – I/we agree to the changes as outlined in this notice form.

**TENANT/S MOVING OUT** – I/we agree that we wish to vacate the property and request that our name be removed from the Tenancy Agreement. I/we will pay rent up to and including the move-out date.

**NEW TENANT/S** – I/we understand that all new occupants must complete a tenancy application form and the Agent must give approval. (Our office will usually advise you within 48 hours.) Upon acceptance as a tenant, I/we agree that we will abide by the terms AND conditions of the Tenancy Agreement and accept full responsibility for the property. I/we agree to pay the tenant/s moving out our portion of the bond, being \$\_\_\_\_\_ (if applicable).

SIGNED Current Tenants \_\_\_\_\_ Date / /

Tenant(s) Moving Out \_\_\_\_\_ Date / /

New Tenant(s) \_\_\_\_\_ Date / /