

The Housing Services Team
Ashford Borough Council
Civic Centre
Ashford
Kent
TN23 1PL



Tel: 01233 330688

NOTICE TO VACATE / TERMINATE A GARAGE TENANCY

Name of Tenant	
Home Address	
Garage Address	
Telephone Number(s)	

I, the undersigned give Notice of my intention to quit, deliver up possession and vacate the garage shown above on Monday _____ before 12 noon.

The keys to the garage will be returned to the Housing Services before 12 noon on the date of my vacation.

I understand that it is my responsibility to ensure that the garage keys are returned to the Council and that I obtain a receipt for them. I also understand that failure to return the keys may result in a charge being made for the cost of a lock change, which I agree to pay.

I confirm that any belongings and effects found at the garage at the end of the tenancy will be treated as abandoned and I authorise the Council to dispose of them as they see fit. I understand that the Council reserve the right to charge for the cost of disposal any such items, which I agree to pay.

Tenants Signature		Date	
Tenants Name (Printed)			