

## Ending my Tenancy or Licence

Today's Date:	
Full Name(s) of Customers	
Address:	
Contact Details:	
Forwarding address:	
Reason for Leaving	

I give Bromford notice that I am terminating my tenancy and giving up possession of the above property on the next day that is both

- (1) at least (28 days- if your tenancy is weekly or 1 calendar month if your tenancy is monthly) after the day Bromford receive this notice. AND
- (2) the last day of a complete period of my tenancy (if you have a monthly tenancy this can be either the last day or the first day of the month, or if you have a weekly tenancy this is a Sunday)

The actual date I will be leaving is:	
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I agree that Bromford may dispose of any items left in the premises and that I may be charged for the cost of disposal.

SIGNED CUSTOMER:
SIGNED JOINT CUSTOMER*:

**\*if you have a Fixed Term tenancy – all joint customers must sign this notice.**

<p><b>Bromford Housing Group Ltd</b>, which includes Bromford Housing Association Ltd and Bromford Home Ownership Ltd (trading as Bromford and Bromford Homes), will keep <b>your personal information</b> secure and confidential. We collect this information (and may share some or all of it with third parties) as part of:</p> <ul style="list-style-type: none"> <li>- Providing, and where necessary improving, services to all our customers: housing &amp; neighbourhood management services; home ownership products &amp; services; support services</li> <li>- As well as, where appropriate: preventing and detecting crime, fraud and unpaid debts; providing help with debt management and benefit entitlement; providing employment, training advice and opportunities; promoting equal opportunities and fair treatment.</li> </ul> <p>If you provide us with personal information <b>relating to members of your family or your associates</b> we will assume you do so with their knowledge and consent to the collecting and processing of the information. <b>It is important that you tell us of any changes to your personal information as and when they happen so we can keep your details up to date.</b> At any point in our process, you are entitled to request copies of information held about you. For more information on <b>how we use and share your information</b> please see our <b>Privacy Notice</b> which is on our website. However, if you would like a written copy of this please contact Customer Services.</p>
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