

Change of Tenant Form

Please complete the form below and email to hello@littlecitygroup.com.au

PROPERTY ADDRESS: _____

DATE: _____

Dear Property Manager

I, _____ a current tenant of the above mentioned property confirm that I have permission from all other tenants to vacate the property on _____.

Please select one of the options below:

A: The person taking my place will be _____ and I acknowledge that the bond will be transferred directly between us prior to them moving into the property.

Or

B: There is no one replacing me at the property and the remaining tenants will reimburse my portion of the bond.

My forwarding address will be: _____

Yours truly

NAME (VACATING TENANT): _____ SIGNED: _____

NAME (CONTINUING TENANT): _____ SIGNED: _____

NAME (CONTINUING TENANT): _____ SIGNED: _____

NAME (CONTINUING TENANT): _____ SIGNED: _____

OFFICE USE ONLY

Approved By: _____

Property Owner Approved: YES/NO

Bond Transfer Form Complete: YES/NO