

**CORNWALL
HOUSING**

Application to end joint tenancy - Notice to quit



PART OF THE
CORSERV GROUP
A CORNWALL
COUNCIL COMPANY

cornwallhousing.org.uk

Application to end joint tenancy - Notice to quit

1. If a tenant wishes to end a joint tenancy of the property, this could result in Cornwall Housing not granting the sole tenancy to the remaining tenant.
2. Cornwall Housing will consider if the remaining tenant has the need for the property in respect of the number of bedrooms.
3. You may wish to agree who will take the joint tenancy as part of any divorce agreement that you are seeking.

Note:

The tenant who ends the tenancy should consider:

Should they approach a housing authority as homeless within 2 years of quitting a secure tenancy, that they have intentionally made themselves homeless.

In addition the council will consider:

- If the property is the right size for the remaining occupants.
- If the property has been adapted to be used by a disabled person, the Cornwall Housing will need to ensure that at least one of the remaining occupants needs this type of adapted property.
- If there are any breaches of tenancy.

On receipt of the attached application form Cornwall Housing will investigate the request and give an answer within 28 days.

The completed form should be returned to:

**Landlord Services
Cornwall Housing Ltd
Chy Trevail
Beacon Technology Park
Bodmin
PL31 2FR**

A visit will then be made by a Housing Management Officer to discuss the request with both tenants, prior to a decision being given.

Address:

Postcode:

Property reference no:

Tenant:

Joint tenant:

Other residents

Name	Date of birth	Relationship to tenant

Property details:

House

Bungalow

Ground floor flat

First floor flat

Other: *Please state*

Number of bedrooms

Disabled adaptations

(Please give details and which resident they were for)

I, (Name of tenant leaving)

wish to quit the tenancy of:

Date of leaving:

Reason for leaving:

My forwarding address is:

Postcode:

Signed:

Tenant

If a new tenancy is granted, who will reside at the property?

Name	Date of birth	Relationship to tenant
		Tenant

I wish to accept the sole tenancy of:
if granted by Cornwall Council.

Signed:

Date:

Any information given may be retained on computer or in our records. It will be used by Cornwall Housing for the specific purposes for which it was collected and any other relevant purposes including Government anti fraud data matching - especially Benefits, Council Tax NNDR, Housing, Salaries, Employment, Pensions and Members' Allowances. It will not be exchanged or sold to any third party. Anonymous information may be used for statistical purposes.

For office use

Original tenancy start date:

Rent arrears:

Any tenancy infringements:

Housing Management Officer recommendation: Acceptance Refusal

Reason:

Signed: **HMO**

Date:

New tenancy start date:

New tenancy signed Y N

Capita updated - Date:

By: