



**Blackpool Coastal
Housing**

Garage Management

Blackpool Coastal Housing
Grange Park Estate Office
67 Chepstow Road
Blackpool

FY3 7PH

****Garage Termination Pack****

Garage Termination Procedure

We are sorry to hear that you wish to terminate your garage tenancy agreement. As the current tenant we require a Tenancy Termination Notice to be filled out and returned to the Grange Park Estate Office.

As per your tenancy agreement we require a 4 week notice chargeable on a week by week basis. Each week starts on a Monday therefore if you sign your Tenancy Termination Notice on a Tuesday your 4 week notice period will start from the following Monday.

Please fill in the Tenancy Termination Notice in full and return in the pre-paid envelope provided, you are liable for all remaining weeks under the tenancy agreement and also any breaches of the tenancy under the termination procedure.

Thank you

Yours sincerely,

Carl Sumner
enquiries@bch.co.uk
Housing Services Advisor



Blackpool Coastal Housing Grange Park Housing Office, 67 Chepstow Road, FY3 7PH
01253 477130 enquiries@bch.co.uk www.bch.co.uk

Registered in England & Wales No: 5868852 VAT Registration No: 892 7906 69

Blackpool Council



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GARAGE TERMINATION NOTICE



Please complete your details below. As per your tenancy agreement you must give 4 full weeks' notice (Monday to Sunday) of your intention to terminate the tenancy agreement. By signing this notice you are agreeing to be liable for payment of rent due until the termination date below. Any Items left in the garage after this date will be deemed as abandoned and can be disposed of, and that any cost incurred in clearing the property will be re-charged to you the current tenant. Furthermore, Keys are required to be returned to the Grange Park Office by 12 midday the following Monday, should you fail to return the keys by this date you will be liable for the rent of each additional week the keys are not returned.

Name of Tenant: _____ **Today's Date:** _____

Current Home Address: _____

Contact Tel Number: _____ **Termination Date:** _____

Garage Number: _____ **Garage Location:** _____

	Highlight as Required
Does the Garage Have an Electricity Supply	YES / NO
Is The Garage Being Left in Good Condition	YES / NO
Are There Any Issues of Dis-Repair	YES / NO

Please give details from the questions asked above: _____

Please tell us the reasons for terminating your garage tenancy: _____

Please give details / information of Next of Kin (NOK) or Agent if Tenant is Deceased

Date of Death: _____ **Relationship of Deceased:** _____

Name of NOK / Agent: _____ **Contact Tel Number:** _____

Address of NOK / Agent: _____

Please sign below to confirm the conditions above as set out in the tenancy agreement

Name: _____ **Sign:** _____ **Date:** _____

For office Use Only:

Date Termination Received: _____ **Termination Received By:** _____

Date Passed to Voids: _____ **Passed to voids By:** _____