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Office Use: Date received / /

CHANGE OF SHARED TENANCY APPLICATION

(To be completed along with a tenancy application for all new occupants or lease holders)

Property Address: _____

Current Lease Holder/s / Occupant/s: _____

This is to confirm that I/we are the current Lease Holder/s / Occupant/s of the above property request a change to the current Tenancy Agreement as follows:

Vacating Occupant/s: _____

Vacating Lease Holder/s: _____

Incoming Occupant/s: _____

Incoming Lease Holder/s: _____

CURRENT LEASE HOLDER/S / OCCUPANT/S - I/we agree to the changes as outlined in this notice form.

VACATING LEASE HOLDER/S / OCCUPANT/S - I/we agree that we wish to vacate the property and request that our name be removed from the Tenancy Agreement.

INCOMING LEASE HOLDER/S / OCCUPANT/S - I/we agree that we will abide by the terms & conditions of the Tenancy Agreement and accept full responsibility for the property as per the original condition report entered into at the commencement of the original Tenancy Agreement. I/we agree to pay the vacating lease holder/s our portion of the security bond directly (if applicable).

SIGNED BY ALL PARTIES

Current Lease Holder/s / Occupant/s _____ Date _____

Vacating Lease Holder/s / Occupant/s _____ Date _____

Incoming Lease Holder/s / Occupant/s _____ Date _____

The owner/agent agrees to the above changes:

Owner/Agent Name _____

Owner/Agent Signature _____

Date _____