



Shetland Islands Council - Tenancy Termination Form

I / We* hereby give notice that I / we* intend to terminate my / our* tenancy:-(* delete as appropriate)

Current Property Address		
Termination Date: (minimum 28 days from the date we receive this notification)		
Tenant Name:		
Joint Tenant Name (if applicable):		
Telephone/Contact Numbers:		
Email Address/es:		
Best method of contact to arrange Property Inspection:		
Forwarding Address: (Please complete this section as it is essential information)		
Reason for vacating tenancy:		
Are you moving to: Please tick one.	Other SIC Housing	
	Other Local Authority Housing	
	Hjaltland Housing Association Housing	
	Other Housing Association Housing	
	Private Rented Housing	
	Home Owner - Bought	
	Home Owner – New Build	
	Residential Care	
	Supported Housing	
	Other Please specify:	

Please complete and sign on next page

Do you have a current housing application?	YES / NO	If you answer YES, then your housing application will automatically cancel on your termination date.
Do you currently rent a Garage or Garage Site from the Shetland Islands Council?	YES / NO	If you are no longer a Shetland Islands Council Housing tenant, you will be charged 20% VAT in addition to your garage rent, effective immediately on termination Garage / Site Address:-

Tenant Signature:	
Joint Tenant Signature:	
Date:	

If joint names on the tenancy, this form must be signed by both tenants

Please return this form to

Shetland Islands Council
 Development Services Department
 Housing Service
 8 North Ness Industrial Estate
 Lerwick
 Shetland
 ZE1 0LZ

Or e-mail to housing@shetland.gov.uk