

Date Office Received: \_\_\_\_\_



## CHANGE OF SHARED TENANCY NOTICE

PROPERTY: \_\_\_\_\_

This is to confirm that I/we \_\_\_\_\_ am/are the  
Insert Name(s)  
current lease holder/s of the above property and request a change to the shared tenancy.

\_\_\_\_\_ wish to remain occupants at the property and  
Insert Name(s)

\_\_\_\_\_ wish to vacate on \_\_\_\_\_  
Insert Name(s)

We request that \_\_\_\_\_  
Insert Name(s)

(tick appropriate box) become lease holders  or approved occupants

**CURRENT TENANT/S** - I/we agree to the changes as outlined in this notice form.

**TENANT/S MOVING OUT** - I/we agree that we wish to vacate the property and request that our name be removed from the Tenancy Agreement. I/we will pay rent up to and including the move out date. I am aware that I need to arrange bond with the new tenant and the agent will not be releasing my bond without having a full bond on the property at all times.

**NEW TENANT/S** - I/we understand that all new occupants must complete a Tenancy Application Form and the Agent must give approval. (Our office will usually advise you within 48 hours). Upon acceptance as a tenant, I/we agree that we will abide by the terms & conditions of the Tenancy Agreement and accept full responsibility for the property, I acknowledge there is an existing property condition report which I accept. I/we agree to pay the tenant/s moving out our portion of the bond, being \$\_\_\_\_\_

SIGNED:

Current Tenants \_\_\_\_\_ Date / /

Tenant(s) Moving Out \_\_\_\_\_ Date / /

New Tenant(s) \_\_\_\_\_ Date / /

Sandy Bay Office 531 Sandy Bay Road P 03 6225 4000 F 03 6225 0041

Moonah Office 21 Main Road P 03 6228 0325 F 03 6228 0440

Howrah Office 4 Howrah Road P 03 6247 3022 F 03 6247 3099

Lauderdale Office 456 South Arm Road P 03 6248 7666 F 03 6247 3099

North Hobart Office 370 Elizabeth Street P 03 6234 7033 F 03 6234 7133

Kingston Beach Office 31 Beach Road P 03 6229 2960 F 03 6229 2930

Lindisfarne Office 37 Lincoln Street P 03 6243 1353 F 03 6243 5400

Sorell Office 1/3 Fitzroy Street P 03 6265 2171 F 03 6234 7133