

**Key Receipt Form - Termination**

Valid from: July 2022

Valid to: July 2024

Version: 2.1

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| Section 1 – Customer Details |

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| Tenant Name(s) |  |
| Address |  |
| Contact number |  |

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| --- | --- |
| Date returned |  |
| Number of Keys returned and description |  |

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| Section 2 – What it means to sign this form |

By signing this Key Receipt Form, I agree with ALL of the following statements:

* All of the keys for the above named property have been returned to Empowering People Inspiring Communities.
* I no longer wish to live at the above property.
* I do not wish to return to the above property in the future.
* I give my consent for Empowering People Inspiring Communities to dispose of any items left at the above property.
* I understand that I will be charged for the costs incurred by Empowering People Inspiring Communities for removing any unwanted items left at the above property.
* I understand that EPIC accepts no responsibility for any mail delivered to the property I have vacated.

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| Section 3 – Signature |

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| Tenant(s) Signature | 🗶 | Date | \_ \_ / \_ \_ / \_ \_ \_ \_ |
|  | 🗶 |  | \_ \_ / \_ \_ / \_ \_ \_ \_ |

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| --- | --- | --- | --- |
| EPIC Signature | 🗶 | Date | \_ \_ / \_ \_ / \_ \_ \_ \_ |

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| **Section 4 - Utility Information** | |
| **Gas** | **Electric** |
| Supplier: | Supplier: |
| Meter Type: | Meter Type: |