



Key Receipt Form - Termination

Valid from: July 2023

Valid to: July 2025

Version: 2.1

Section 1 – Customer Details

Tenant Name(s)	
Address	
Contact number	
Date returned	
Number of Keys returned and description	

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 EPIC to dispose of any items left at the above property and I understand I will be charged for the reasonable costs incurred in doing so.
- ✓ I understand that in returning the keys before the tenancy end-date, I give permission for EPIC to enter the property and begin any necessary repair work.
- ✓ I understand that EPIC accepts no responsibility for any mail delivered to the property that I have vacated.

Section 3 – Signature

Tenant(s) Signature	<input type="text"/>	Date	<input type="text"/>
	<input type="text"/>		<input type="text"/>
EPIC Signature	<input type="text"/>	Date	<input type="text"/>

Section 4 - Utility Information

Gas	Electric
Supplier:	Supplier:
Meter Type:	Meter Type: