

**KEY RECEIPT FORM
TERMINATION OF TENANCY**



SECTION 1: TENANT DETAILS

Tenant name(s)	
Address :	
Postcode:	
Contact number:	
Number of keys returned and description:	

SECTION 2: WHAT IT MEANS TO SIGN THIS FORM

By signing this form I/We agree with ALL of the following statements:

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

SECTION 3: SIGNATURE(S)

Signature of person(s) returning key(s)		Date	
EPIC Housing signature		Date	

SECTION 4: UTILITY INFORMATION

GAS		ELECTRIC	
Supplier		Supplier	
Meter type		Meter type	