**Leaving information**

Please complete all sections of this form and return with all sets of keys for the property on the last day of your tenancy.

Please note: You will be charged additional rent until all keys are returned.

|  |  |
| --- | --- |
| **Property address** |  |
| **Electricity** | |  | | --- | | Supplier: | | Reading: | | Account number: | |
| **Gas** | |  | | --- | | Supplier: | | Reading: | | Account number: | |
| **Water** | |  | | --- | | Supplier: | | Reading: | | Account number: | |
| **Phone** | Supplier: |

**Forwarding details**

|  |  |
| --- | --- |
| **Tenant names** |  |
| **Forwarding address** |  |
| **Contact details** | |  | | --- | | **Mobile:** | | **Home:** | | **Email:** | |
| **Are you aware of any maintenance** |  |
| **Bank details** | **Name**  **Account number**  **Sort code** |