

4. Tenancy Details (continued)

Part B. Shared Tenancy

This residence is currently occupied on a shared basis. Upon my departure all my keys will be returned to my employing department, or to a location advised by the Housing and Property Services Officer.

Signature of Tenant

Date

D	D	M	M	Y	Y	Y	Y
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Send this form to your Employing Department who will confirm the final tenancy arrangements.

The completed form is then to be forwarded to the relevant Housing office.

OFFICE USE ONLY

Shared Tenancy: If one or more tenants vacate the accommodation, check the status of shared arrangements with the Department.