



Haig Housing

Moving Out / Ending a Tenancy: Our Policy

This leaflet is a summary of what to do when you want to end your tenancy and why the trust might make the rare decision to end your tenancy.

Information about transferring to a different Haig Housing property or mutually exchanging homes with other Haig Housing tenants is in the policy leaflet entitled 'Transfers and Exchanges'

PREPARING TO MOVE OUT

- Give four weeks notice to the Trust in writing. All tenancies start and finish on a Saturday
- Inform other people of your intention and date of leaving the property – these will include:
 - The Water Authority
 - The Gas and Electricity Boards (make sure meters are read)
 - The Local Authority re: Local Taxes, Housing Benefit
 - Department of Social Security re: Benefits if appropriate
 - Doctor; Dentist, Bank, Insurance Company
 - Children's schools – if applicable

MOVING OUT

- Leave the home vacant and in a good clean condition. You will be charged for furniture/rubbish removal or for redecoration or repair work above normal wear and tear
- Give the Trust access to the property to inspect the property before you go.
- Give keys to the Trust's representative on the day of departure.

IF THE TRUST IS TERMINATING YOUR TENANCY

The Trust may terminate the tenancy if you break a condition of the Tenancy Agreement. The Trust will try where possible to sort out problems in order to avoid having to terminate your tenancy and it is important to communicate with the Trust. If communication breaks down the Trust may serve a formal Notice of Intention to Seek Possession giving the reason and a date.

The Trust will apply to a Court for an Eviction Order on one or more of the following grounds:

- Conviction for an arrestable offence committed in, or near, the property
- Failure to pay rent
- Nuisance or harassment caused by you, your family or visitors, in or near the property
- Immoral, illegal or unauthorised business purposes including subletting
- Failure to look after the property and/or garden
- Discovery that the allocation of the tenancy was based on false information
- Overcrowding of the property.
- Persistent lack of control of pets
- Failure to live in the property

IF THE TRUST NEEDS TO MOVE YOU OUT (NOT TERMINATING TENANCY)

The Trust may need to move a tenant to mutually agreeable alternative accommodation if the property is:

- to be demolished or sold
- unsafe /unhealthy, eg, if asbestos, which should be removed, is discovered
- deemed unsuitable to meet the aims of the Trust