

EARLY TERMINATION

We're sorry to hear you need to end your tenancy early. Please see the guide below which outlines the process and your responsibility. Please note, you will be liable for all rent and bills up until the day before the new tenant moves in.

- ✓ **Agreement**
First, we will need to seek agreement from the landlord to terminate the tenancy agreement early. Please note, you will be liable for all rent and bills up until the day before the new tenant moves in.
- ✓ **Reletting fee**
On receiving agreement from the landlord concerning your request for early termination, we would require payment from you of the landlord's reletting fee.
- ✓ **Remarketing**
When payment has been made, we will start remarketing the property for you. We will work towards a vacant date with you and look to find a new tenant. We always aim to provide 24 hours' notice for any viewings and will keep you updated on any offers we received.
- ✓ **New tenant**
Once a new tenant has been found and a move in date has been agreed with current tenant, we will start the referencing process. Again, we will keep you updated on the progress of the application.
- ✓ **Return of keys**
You will need to return your keys to our office, at least 5 days before the new tenant moves in. We will then complete your check-out inspection, to which you will receive a copy of also.
- ✓ **Remedial works**
We do expect the property to be handed back to us in the same condition as you were handed upon moving in. If we feel there are remedial works needed, we will arrange these during the period of you returning your keys and the new tenant moving in.
- ✓ **New Tenancy**
When the new tenant signs their tenancy agreement and pays their first month's rent along with the deposit, this automatically overrides the previous tenancy agreement.
- ✓ **Overpaid rent**
If there is any overpaid rent, this will be returned to you once the tenant has signed the new tenancy agreement also.
- ✓ **Deposit**
After we receive copies of your final bills, up until the day before the new tenant moved in, we will be able to return your deposit to you, minus any agreed deductions, if applicable.