

# CHANGE OF TENANTS

PROPERTY ADDRESS: \_\_\_\_\_

START DATE OF CURRENT TENANCY AGREEMENT: \_\_\_\_\_

END DATE OF CURRENT TENANCY AGREEMENT: \_\_\_\_\_

DATE AMMENDMENTS ARE TO TAKE AFFECT: \_\_\_\_\_

## REMAINING TENANT/S

NAME	SIGNATURE	DATE

Print name, sign and date to acknowledge acceptance of changes to the current Tenancy Agreement. *(if more than 3 tenants please attach a second page)*

## VACATING TENANT/S

NAME	SIGNATURE	DATE

Print name, sign and date to acknowledge acceptance of changes to the current Tenancy Agreement. *(if more than 3 tenants please attach a second page)*

## INCOMING TENANTS

NAME	SIGNATURE	DATE

Print name, sign and date to acknowledge acceptance of the original entry condition report and existing terms of the Tenancy Agreement and to confirm receipt of the entry condition report. *(if more than 3 tenants please attach a second page)*

- A Change of Shared Bond Form (Form 6) has been completed and accompanies this form

<input type="checkbox"/> Pool Safety Certificate in place and copy provided to new tenant(s)	<input type="checkbox"/> All tenants have signed a Form 6
<input type="checkbox"/> A Change of Shared Bond Form (Form 6) has been completed and accompanies this form	<input type="checkbox"/> Advised lessor of change and obtained approval
<input type="checkbox"/> Tenant ledger provided to all tenants	<input type="checkbox"/> Incoming tenants have signed the original entry condition report
<input type="checkbox"/> Outgoing tenants have completed a Form 13	<input type="checkbox"/> Property Me is updated with new names

Agent signature \_\_\_\_\_ Dated \_\_\_\_\_

