

# Notice To Terminate Tenancy Agreement

By Tenant

under the Residential Tenancies Act 2010

Please complete this form using a black pen in BLOCK LETTERS

To: .....  
(name of owner)

I give you notice to give vacant possession of the premises at:

Address of premises ..... Postcode.....

On: \_\_\_/\_\_\_/\_\_\_ (insert date on which tenant is to vacate premises)

This notice is being given on the following grounds:

(tick appropriate box to indicate the grounds/reason and complete details as required)

- End of fixed term tenancy:** Any time before the end of the fixed term of the agreement that is to take effect on or after the end of the fixed term and not earlier than 14 days after the day on which the notice is given (Section 96)
- Termination of periodic tenancy:** Termination notice must specify termination date that is not earlier than 21 days after the day on which the notice is given (Section 97)
- Breach of agreement:** 14 days notice (Section 98)
- Rent increase during long term fixed term leases:** Applies to a fixed term of 2 years or more. 21 days after the day on which the notice is given and must be before the rent increase takes effect. Termination date may be before the end of the fixed term, the tenant is not liable to pay any compensation or other additional amount for early termination of the agreement (Section 99)
- Early termination without compensation to landlord:** A termination notice for a fixed term agreement may be given on any of the following grounds:
  - the tenant has been offered, and accepted, accommodation in social housing premises
  - the tenant has accepted a place in an aged care facility or requires care in such a facility
  - the landlord has notified the tenant of their intention to sell the residential property and did not disclose this before entering into the residential tenancy agreement
  - The termination notice must specify a date that is not earlier than 14 days after the day on which then notice is given, the notice may specify a date that is before the end of the fixed term of the agreement
  - No compensation or other additional amount is payable by the tenant for the early termination of the agreement (Section 100)
- Death of a tenant:** No minimum notice period (Section 108)

## SERVICE OF NOTICE (section 223)

- Notice given by:  Delivering it to the landlord/agent in person  
 Mailing it to the landlord/agent (allow 4 working days for service)  
 Emailing it to the landlord/agent's specified email address for the service of documents

...../...../.....  
(signature of tenant) (date delivered/posted/emailed)

Name of tenant.....

Contact phone number of tenant.....

For information about your rights and obligations as a tenant, contact:

- NSW Fair Trading on 13 32 20 or [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au)
- Law Access NSW on 1300 888 529 or [www.lawaccess.nsw.gov.au](http://www.lawaccess.nsw.gov.au)
- your local Tenants Advice and Advocacy Service at [www.tenants.org.au](http://www.tenants.org.au)