

How do tenants end their tenancy?

If tenants wish to leave their tenancy they must give Waverley Housing at least 4 weeks' notice in writing. Our Customer Service team will confirm the actual end-date as we need this to tie into rent periods. They will also provide information on the steps to take place before tenants leave the property such as inspection, meter readings and handing keys over etc.

Although it is usually possible to postpone a leaving date, tenants can only leave sooner if both parties agree in writing or they pay the rent for the full 4-week period. Tenants should also remember that the same applies on termination of a lock-up or garage.

Upon giving notice, the tenant will be required to complete our standard termination form. We will also require a forwarding address. If the tenant is married, both them and their spouse are required to sign the termination form regardless of whether a joint tenancy or not. Any other household member over 16 years of age will also be required to sign. This is to meet the requirements of the Matrimonial Homes (Family Protection) (Scotland) Act 1981 and the Housing (Scotland) Act 2001.