

Section 8 Notice Instruction Form

**All information provided will be held securely in accordance with our Data Protection Policy.*

Tenant(s) details					
Name(s):					
Occupiers' name(s): <i>*This is all other people (adults and children) you know are also staying at the property.</i>					
Tenancy details					
Property address:					
Start date:					
Do you own the property? <i>*Please circle whether freehold or leasehold.</i>	<table border="1"> <thead> <tr> <th colspan="2">Yes/No</th> </tr> </thead> <tbody> <tr> <td>Freehold</td> <td>Leasehold</td> </tr> </tbody> </table>	Yes/No		Freehold	Leasehold
Yes/No					
Freehold	Leasehold				
*Please provide a pdf copy of the current tenancy agreement and <u>ALL</u> previous tenancy agreements.					
Details of breaches					
Type of breach (1): <i>*Please circle.</i>	Rent Arrears Breach of Tenancy Condition of Property Anti-Social Behaviour Other				
Details of breach (1):	<i>Please provide as much detail as possible about the breach, including dates:</i>				
*Please provide copies of <u>ALL</u> relevant documents relating to the breach, e.g., rent account statement, photographs of property, reports from police, etc.					



Type of breach (2): <i>*Please circle, if any.</i>	Rent Arrears Breach of Tenancy Condition of Property Anti-Social Behaviour None
Details of breach (2):	<i>Please provide as much detail as possible about the breach, including dates. Leave blank if only one type of breach is being relied upon.</i>
*Please provide copies of <u>ALL</u> relevant documents relating to the breach, e.g., rent account statement, photographs of property, reports from police, etc.	
Miscellaneous details	
Was a deposit taken?	Yes/No
If yes, what date was the deposit protected?	<i>*Please indicate all dates if there has been a change in provider or amount.</i>
If yes, what date was the prescribed information given:	<i>*Please indicate all dates if there has been a change in provider or amount.</i>
*If deposit protected, please provide a copy of the Tenancy Deposit Scheme Certificate.	
Are there any (potential) issues with the state of the property (i.e., allegations of disrepair made by the tenant to you)?	Yes/No
If yes, provide details:	<i>Please provide as much detail as possible about the issues, including dates:</i>
*Please provide copies of <u>ALL</u> relevant documents relating to the issues, e.g., letters, photographs of property, expert reports, correspondence with the local authority, etc.	

