

# NOTICE OF TERMINATION OF RENTAL APARTMENT

## 1. Information of the rental apartment

Date of vacating the apartment: \_\_\_\_\_

Address, postal code and post office	
Tenant	Tenant
Telephone number	Telephone number
E-mail address	E-mail address
<input type="checkbox"/> Pets in the apartment, please specify _____	<input type="checkbox"/> Parking space number _____

## 2. Reason for moving out and new address

<input type="checkbox"/> Purchasing an owner-occupied flat <input type="checkbox"/> Purchasing a right of occupancy <input type="checkbox"/> Moving to another rental apartment <input type="checkbox"/> Moving to a shelter home <input type="checkbox"/> Moving because of work or study <input type="checkbox"/> Change of locality	<input type="checkbox"/> Change in family size <input type="checkbox"/> The size of the apartment <input type="checkbox"/> Apartment in bad condition <input type="checkbox"/> Equipment/qualities of the apartment <input type="checkbox"/> Property in bad condition <input type="checkbox"/> Poor maintenance of property	<input type="checkbox"/> Too expensive rent <input type="checkbox"/> Disturbing neighbors / disturbance in the house <input type="checkbox"/> Environment <input type="checkbox"/> Bad traffic communications <input type="checkbox"/> Other, please specify _____
New address, postal code and post office		<input type="checkbox"/> Switching to another apartment owned by TA-Yhtiöt

## 3. Showing the apartment (please choose one)

<input type="checkbox"/> My contact information can be given to apartment applicants to enable viewing the apartment (only a few applicants at a time will receive my contact information). <input type="checkbox"/> My contact information should not be given out, but I will show the apartment to applicants myself by prior arrangement. <input type="checkbox"/> My contact information should not be given to apartment applicants. TA representative will come and show the apartment at a pre-announced time.
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## 4. Returning of security deposit (after the apartment check has been completed and the keys returned)

Bank account number	Holder of the account
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## 5. Date and signature

Place and date	I have read the instructions on the back page and I accept them.
Signature and name clarification of the tenant	Signature and name clarification of the tenant / spouse

PLEASE TURN THE BACK PAGE FOR INSTRUCTIONS



## Instructions on the termination of a rental apartment

**Deliver the termination of the rental apartment to a TA-Yhtiöt office or by e-mail to the sales negotiator of the property.** The notice of termination is binding and cannot be withdrawn later, and the date of vacating the apartment cannot be changed. TA-Yhtiöt will start marketing the apartment immediately upon receipt of the notice of termination, and the new tenant will usually move in as soon as the apartment becomes vacant.

**The period of notice for an indefinite rental agreement is one month.** The period of notice is calculated from the last day of the calendar month in which the notice of termination is received by TA-Yhtiöt. (For example, a rental agreement terminated on 15 March expires on 30 April.)

### 1. Information of the rental apartment

- Fill in the information of the rental apartment to be terminated and the contact information of the tenant(s).
- Fill in the date of vacating the apartment. The date of vacating the apartment is the date on which the property manager can inspect the apartment and the new tenants can move in. **On the date of vacating the apartment, the apartment must be empty and well cleaned, and all keys received and any additional ones made must be returned.**
- The tenant does not have to be present at the apartment inspection. Notify the property manager if you will move out before the stated date of vacating the apartment.

### 2. Reason for moving out and new address

- Tracking the reasons for moving out helps us develop our processes.

### 3. Showing the apartment

- Upon receiving your consent, your contact information will be given to applicants so they can contact you about viewing the apartment. Only a few applicants at a time will receive your contact information to minimise the inconvenience of showing the apartment. If you do not want your contact information to be given to apartment applicants, you can still show the apartment to applicants yourself by prior arrangement. If you do not want your contact information to be given out and you do not want to show the apartment to applicants, a TA representative will come and show the apartment at a pre-announced time.

### 4. Returning of security deposit

- The security deposit will be returned to the account you have provided approximately two weeks after the property manager has inspected the apartment, provided that there are no outstanding debts and the apartment is in good condition.

### 5. Date and signature

- The notice of termination must be signed by the tenant(s) and their cohabitant/spouse (spouse's consent in accordance with section 39 of the Marriage Act). If there is a cohabitant or spouse living in the apartment, both must sign the notice, even if the rental agreement is only in the name of one of them.

### Returning the keys

- **All the keys received and any additional ones made are to be returned to the TA-Yhtiöt office on a date to be specified. You will receive more detailed instructions on how to return your keys after the termination has been processed.** If all the keys are not returned on the date indicated, the locks of the apartment will be rekeyed and new keys made at the expense of the tenant. The security lock must be left unlocked when vacating the apartment.

### Cleaning instructions for moving out:

- ✓ Vacuum and mop the floors in all rooms.
- ✓ Vacuum the supply and exhaust air filters.
- ✓ Clean the kitchen cabinets and cabinet doors, as well as the worktops and other surfaces.
- ✓ Clean the cooker, oven and extractor hood. Remove the grease filter from the hood. Wash the baking trays and the grease filter.
- ✓ Pull out the cooker and clean the floor, the back wall, the sides of the cooker and the walls of adjacent cupboards.
- ✓ Empty and clean the fridge and freezer. Defrost the freezer. Switch off the power and leave both doors open.
- ✓ Wash and clean interior doors, door frames, cupboard doors and shelves.
- ✓ Remove any stickers from surfaces and clean all stains.
- ✓ In the bathrooms, wash the floors, walls, shower and shower cubicle, as well as the sinks, taps and toilet seats, and clean the floor drains.
- ✓ Wash the sauna and the sauna seats.
- ✓ Clean the inner surfaces of the window panes, the surfaces between window panes, and balcony glazing panes.
- ✓ Clear and clean the balcony, private yard and storage areas.
- ✓ If there are any holes for hanging pictures on the wall, for example, those belong to normal wear and tear and do not need to be fixed. If you fix the holes, sand the fixed areas and paint the entire wall.

The information provided on this form will be stored in our customer register. Our Privacy Policy can be found at [ta.fi/tietosuojaseloste](https://ta.fi/tietosuojaseloste) (in Finnish).



TA-YHTIÖT

Customer service tel. 045 7734 3777 | [info@ta.fi](mailto:info@ta.fi) | [ta.fi](https://ta.fi)

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