

## Taking Somebody off a Tenancy Form



Complete this form if wish to remove a joint tenant from your tenancy.

Please note that we will need to contact both joint tenants to process this application.

If you are no longer in contact with the joint tenant, please still complete this form and we will contact you to discuss the options available to you.

**Please make sure you fill in all the required (\*) fields of this form.**

### Your Name\*

First Name:	
Last Name:	

### Your Address\*

Street Address:	
Address Line 2:	
City:	Post Code:

### Your Contact Details

Contact Number*:	
Email Address:	

### Joint tenant details to be removed from tenancy:

First Name*:	
Last Name*:	
Contact Number*:	
Email:	

### Forwarding Address\*:

Street Address:	
Address Line 2:	
City:	Post Code:

**Declaration:**

<ul style="list-style-type: none"><li>• We understand that Wythenshawe Community Housing Group will need to contact both parties to confirm this agreement.</li><li>• We understand that if we do not have a clear rent account this application may be refused</li></ul>
Full Name: *
Signature: *
Date: *

Once completed, please return the application form and attachments to  
[NeighbourhoodAdvisors@wchg.org.uk](mailto:NeighbourhoodAdvisors@wchg.org.uk) or hand it into our **Reception:** 8 Poundswick Lane, Wythenshawe, M22 9TA