



GARAGE TERMINATION FORM

If you wish to terminate the tenancy of your Garage please complete this form. Give one week's notice to terminate on a Monday and return this form to the address shown below.

TITLE	FIRST NAME	SURNAME
GARAGE:		
HOME ADDRESS:		
MOBILE NUMBER:		
EMAIL ADDRESS:		

I hereby give one week's notice to vacate the above Garage. The Tenancy will terminate on Mondayand I agree to leave the Garage locked, empty and clean.

The Garage keys will be handed into your office before 12.00 noon on that day.

Signed..... Date.....

Return your completed form to: Tenancy Services, Fareham Housing, Fareham Borough Council, Civic Offices, Civic Way, FAREHAM, PO16 7AZ

Should you have any queries regarding the Garage termination - please contact- 01329 236100

DATA PROTECTION ACT 1998

All personal information held by Fareham Borough Council is subject to the Data Protection Act 1998 and treated with confidentiality.

You have a right of access to the information that this Council holds about you. To request this please write to Data Protection Officer, Civic Offices, Fareham, PO16 7AZ.

The information you provide or which is obtained from other sources will only be used for the purpose of processing your application, managing your Tenancy or for auditing, monitoring, statistical and other research.

Fareham Borough Council must protect the public funds it handles, and so may use the information you have provided on this form to prevent and detect fraud. Your information may also be shared with other organisations that handle public funds.

For further information about the National Fraud Initiative please visit www.fareham.gov.uk/dpnfi