

# SURRENDER OF ALLOTMENT TENANCY AGREEMENT

## 1. PERSONAL DETAILS

Name:..... Allotment Site:..... Plot No:.....  
Address: .....  
..... Post Code:.....  
Tel. No: ..... Mobile:.....  
E-mail address:.....

## 2. REASON FOR SURRENDER

.....

## 3. SURRENDER

I will vacate my plot on \_\_ / \_\_ / \_\_ and in compliance with my tenancy agreement everything that belongs to me \*will be/has been removed (unless otherwise agreed by the Council), including \*shed/greenhouse/ /structural bases/compost bins/crops/carpet and leaving the plot in a tidy condition.

\* please delete as necessary

## 4. CONDITIONS

- a) Clause 4 and 5 of the Allotment Tenancy Agreement to be abided by.
- b) The allotment keys must be returned to the council.
- c) The plot must be left in a reasonable condition.
- d) The rent must be paid.

## 5. DECLARATION

I confirm that the above particulars are correct and understand that the tenancy agreement will only come to an end once the above conditions are met.

Signed: ..... Date: .....

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### ***For Administrative Use Only***

*Surrender of allotment accepted/rejected (please delete)*  
*Account rent subscription closed/still open (please delete)*

Signed:..... Date:.....



**WELWYN  
HATFIELD**