



Notification of Tenancy Change

Customer Services
Stirling Council
Teith House, Kerse Road, Stirling FK7 7QA
Phone (01786) 233210
e-mail: finservices@stirling.gov.uk

For Office Use Only CT4 03/10

Payment Ref.			
Property Add.			
Actioned		Date of Issue	

If you need any help to fill in this form, please contact us. Please complete the form in **BLACK INK**.

Tenancy Ending: Outgoing tenants

Surname: First Name:

Forwarding address (if known):

End tenancy date: Date moved out:
(if different)

Tenancy Commencing: Incoming tenants

Surname: First Name:

Previous address (if known):

Start tenancy date: Date moved in:
(if different)

Claiming Relief

Furnished Unfurnished

Period of relief: from to

Declaration

- I declare that all the details that I have given on this form are true and complete.
- I shall notify the Council immediately if any of the details change.
- I understand that Stirling Council must protect public funds and may use these details to prevent and detect fraud, part of this process may involve the use of credit reference agencies. I understand that the information may also be shared for the same purposes with other organisations handling public funds.
- I understand that under the Data Protection Act I have a right to a copy of the information Stirling Council holds on me and that I may be charged for this service.

Signed (Householder) Date

e-mail address Daytime Phone No

