

# TENANT'S VACATING FORM

Account Enquiries 1300 361 633

Completed forms to be emailed to [tenancy@nerwa.vic.gov.au](mailto:tenancy@nerwa.vic.gov.au)

or posted to PO BOX 863 Wodonga Vic 3689



Please note that it is the tenant's responsibility to notify North East Water that they are vacating and advice should be provided at least two business days prior to vacating the premises.

## Service Address

Vacating date

| Unit                 | Street no            | Street name          | Suburb               | Postcode             |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> |

| Landlord's name      | Consumer number (if known) |
|----------------------|----------------------------|
| <input type="text"/> | <input type="text"/>       |

## Vacating Tenant Details

| Surname              | Given name/s         | Date of birth        | Contact number       |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

List any tenants that are remaining at the property

| Surname              | Given name/s         | Date of birth        | Contact number       |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

## Forwarding Address

C/O (if applicable)

| PO Box               | Suburb               | Postcode             |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

OR

| Unit                 | Street no            | Street name          | Suburb               | Postcode             |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> |

| Agency               | Property manager     |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |

| Tenants signature    | Date                 |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |

## Any other relevant information

## Agent's use only

| Meter number         | Meter read           | Date                 |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |