

Date: _____

Fahey Property Management Ltd
P.O.BOX 26261 Epsom
AUCKLAND

Dear Angela,

Tenancy at: _____

This letter serves as notice to terminate our tenancy at the above address.

The last day of the tenancy will be: _____

The Residential Tenancies Act 1986 requires me to give you not less than 21 days' notice to terminate the agreement.

Please contact me if you have any questions.

Phone: _____

Mobile: _____

Email: _____

Address: _____

Yours Sincerely,

*** Delivery:**

By (tick):

- Mail (*allow 4 extra working days)
- Placed into letterbox or attached to the door (* allow 2 extra working days)
- Sent via email or faxed to the landlord after 5 pm (* allow 1 extra working day)
- Handed to the landlord, sent via email or faxed before 5 pm on the date of the notice (the first day of the notice period will be the next calendar day)

* Notice can only be delivered to an email address or fax number where that address or number has been provided by the landlord as an address for service in the tenancy agreement. For advice on other delivery options visit the website or call the 0800 number below.

Address for service details listed for both parties should match what is recorded on the tenancy agreement unless the details have changed and the other party has been notified of the change.

For tenancy advice and information visit www.tenancy.govt.nz or call 0800 TENANCY (0800 836 262)