

Studentenwerk Augsburg
Housing administration
Universitätsstraße 4
86159 Augsburg

Application for termination of the tenancy agreement and precautionary cancellation

Please fill out this form completely, sign it and send it back to the housing administration including the form regarding the refund of your deposit at the latest 4 weeks prior to the desired date of termination. Hand in these forms as original documents!

Personal-No. (if known):	
First Name, Last Name:	
Dormitory:	
Apartment-No.:	
E-Mail address:	
Mobile number:	
I apply for the termination of my tenancy agreement for the above mentioned apartment by the: (only possible for the end of the month)	

For reasons of precaution I cancel this contract herewith for the earliest possible date.

The Studentenwerk only concludes a termination contract if, taking into account the 14-day right of revocation, a legally effective contract has been concluded with a new tenant entitled to live in our dormitories in accordance with the admission regulations.

The Studentenwerk will endeavour to find a new tenant, even beyond the time of the application. If a new tenant should be found (considering the 14-day right of revocation), the tenancy agreement will be terminated without further approval of the applicant. **Every applicant is obliged to inform themselves regularly about the status of the termination, if they haven't already got the confirmation via E-Mail.**

The tenant has to pay an administration fee of 15 Euros, which will be taken from his deposit.

A date for the move-out with your caretaker has to be arranged at least 14 days before ending of the tenancy. According to sec. 4 of the tenancy agreement there is an obligation that you will have to pay the rent till your termination will be accepted, latest till the above mentioned cancellation date.

Augsburg, _____
Date

Signature of applicant

<p>For Studentenwerk's use only</p> <p>The termination is approved as of _____ Date, signature Studentenwerk</p>
