

## TAKEOVER FORM

- The new tenant may take possession of some items in the student room (such as carpeting, fridge, bed, wall cabinet) from you.
- Use this form to write down the items of which the new tenant will take possession.
- Lefier is not a party in any negotiations about possible compensation; this is a matter between you and the new tenant. However, you must enter the takeover remuneration for each component on the form.
- You are responsible for completing the form in full, including the takeover remuneration per component. If the form is not fully completed, we assume that the takeover is free of charge.
- After completing the form, it must be signed by both you and the new tenant.
- Be sure to remove any items the new tenant does not wish to accept from the student room before returning the keys.

### What if there is no new tenant before the end date of your lease?

In this case, you can only leave the laminate floor, curtains and/or ceiling lights in your room, provided they are in good condition. You will not receive any compensation for these items.

It is not allowed to leave behind any other items or belongings that are not being taken over. As the departing tenant, you are required to completely remove these from your room before the end date of your rental contract.

Leave the signed form in the house/student room. If you and the new tenant wish to have a copy, feel free to take a picture or make a copy. If we do not receive a takeover form, we may remove the items taken over at your expense.

New tenant (name):.....

declares to have agreed for the student room to be rented: (address):.....

with the departing tenant (name):.....

that he/she will take possession of the items stated on the back of this form in the student room. All obligations in relation to maintenance, repair and removal of the items taken over (and any costs) will be borne by the new tenant.

