

Surrender of Allotment Tenancy Form

- You can terminate your allotment tenancy at any time Please complete this form and return to the Allotments Officer at Stamford Town Council, Town Hall, St Mary's Hill, Stamford PE9 2DR.
- When an allotment tenancy is given up, the plot must be left in a reasonable state and tidy. All structures and personal belongings must be removed from the site by the date provided below.
- If a plot is left in an unacceptable condition, Stamford Town Council will carry out any work required to bring the plot back to a reasonable state (ie. remove debris and structures). Any costs incurred in doing this will be recovered from the outgoing tenant under section 4 of the Allotments Act 1950.

I/We wish to Surrender my allotment tenancy for

Plot Number _____ **Site** _____

Full Name _____

Address _____

Will there be any long-term crops left on the plot?

Yes (*Please give details below*) **No**

Will there be any structures in satisfactory condition left on the plot?

Yes (*Please give details below*) **No**

Please confirm some potential dates and times Monday to Friday between 9am & 4pm for the checkout inspection

I/We wish to surrender the tenancy of the above plot, for which I/We hold the tenancy.

Effective from _____

Signature: _____ **Date:** _____

Office Use Only: **Date for Checkout:** _____

Plot Checkout Condition: Satisfactory / Sub-standard _____

Deposit to be returned: Yes / No _____

Approved:

