



MEMORANDUM OF VARIATION TO EXISTING RESIDENTIAL TENANCY AGREEMENT

NAME CHANGE ON LEASE REQUEST:

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(Fax back to: 8983 1840, Email: admin@empm.com.au or hand in at 323 Bronzewing Ave, Howard Springs NT 0835)

Current Tenant/s full name/s: _____

Property: _____

Lease Start date: _____ Expires: _____

Rent: \$ _____ per week – fortnight – month Bond held: \$ _____

Postal address: _____

ADDITIONAL NAME / REMOVAL OF NAME- TO ORIGINAL LEASE
(Please circle applicable)

I/we the tenant/s at the above property request permission from the Owner for the following changes to the existing Lease:

- | | |
|------------------|--|
| Occupant/s name- | Add / Remove |
| Tenant/s name- | Add / Remove (application to be submitted if adding a new Tenant) |
1. _____
 2. _____
 3. _____
 4. _____

I/we acknowledge that the Owner has the right to refuse this request.

*please provide a contact number for any new occupants and any new Tenants are to complete a TICA application form + provide 100 points of identification.

Tenant/s:

I/we also confirm the **Security Deposit** (Bond) held in trust by Elaine Mills Property Management to be disbursed in the following name(s) at the end of this lease; pending any outstanding issues at the final inspection.

1. _____
2. _____
3. _____
4. _____

I/we acknowledge that the above person/s having their name(s) **added / removed** from the existing lease on the above premises accept **full responsibility / relinquish** responsibility for the property condition report and terms of the existing lease.

- | | | | |
|---|-----------------|---------------|-----------------|
| 1. Name:..... | Signature:..... | 2. Name:..... | Signature:..... |
| 3. Name:..... | Signature:..... | 4. Name:..... | Signature:..... |
| 5. OTHER/S: Name:..... Signature:..... Date:..... | | | |

Agent signature:..... Date:.....
(This change in Tenants / Occupants names to the Residential Tenancy Agreement is not valid until an Agent has signed on behalf of the Owner/s: _____)