

**NOTIFICATION OF ARRIVAL** **NOTIFICATION OF MOVING OUT**

(This notification does not replace the statutory notification of move, which you have to take care of separately)

<b>1. Tenant's name (first and last name):</b>	<b>Date of birth:</b>
<b>Phone number:</b>	<b>Email:</b>
<b>Moving day (date):</b>	
<b>Address of arrival (new address):</b>	
<b>Address of departure (old address):</b>	
<b>2. Tenant's name (first and last name):</b>	<b>Date of birth:</b>
<b>Phone number:</b>	<b>Email:</b>
<b>Moving day (date):</b>	
<b>Address of arrival (new address):</b>	
<b>Address of departure (old address):</b>	

**Place and date:** \_\_\_\_\_ / \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
**1. Tenant's signature**

\_\_\_\_\_  
**2. Tenant's signature**

This separate notification is required in order to provide the tenant with certain documents, such as a register of occupants extract for the tenant's study grant application, or a proof of residence if you have used the door opening service.

The notification of arrival must be returned to Tekma office within one week from moving in.  
The notification of moving out must be returned to Tekma office well before moving out.