

Housing Odense Aps

Hereby gives a notice to terminate my above mentioned lease

When you want to terminate your tenancy – fill out this form and bring it to the accommodation office at SDU
(According to the lease – the deadline for termination is 3 months before moving out, before the 1st of the month)

We have been notified by our bank. The reason is the Requirements of the second EU Anti-Money Laundering. The bank will only transfer the money to your foreign account, if they receive the following information:

Only use CAPITAL LETTERS

Your full name: _____

Tenancy / Apartment code (e.g. A 4): _____

Tenancy / Apartment address: _____

The precise date of moving out (very important): _____

E-mail address: _____

Settlement of deposit account:

Your deposit will be transferred to your account, approximately 8 weeks after your contract has expired (**NOT from the date of moving out, but the date your contract expires**). The transfer of the money will take additional 4-5 bank days. For transfers to foreign accounts, we must be informed of your IBAN and SWIFT codes.

Remember your deposit is for restoration of your lease when you move out - not for paying rent.

Remember that you must pay rent until your contract expires.

Once you have terminated your lease you will receive a letter from your landlord concerning inspection of the lease and handing over the keys.

Transference of deposit to a Danish account (dkk):

Danish bank: _____ Registration no: _____ Account no: _____

Transference of deposit to a foreign account (euro):

IBAN and SWIFT / BIC code **must belong to you** otherwise the bank will cancel the transfer.

SWIFT / BIC: _____ IBAN: _____

Date: _____
(handwritten signature)

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(This is your copy)

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(According to the lease – the deadline for termination is 3 months before moving out, before the 1st. in a month)

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Date: _____

(handwritten signature)

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Painting by yourself formula

(Bring this to the accommodation office at SDU)

When moving out, the lease always must be painted, so it is important that you read this to avoid misunderstandings.

If you by the time of moving out has not painted your tenancy this will be done by the landlord on the tenant's expense. The price of an average size room are as follows: 4 to 6 hours work * 625 DKK / hour incl. materials

If you want to paint yourself, there are some requirements which must be observed:

- The lease must be painted with paint **RAW WALL PAINT / SILK WALL PAINT / WHITE 0500 / GLOSS 10 / 10 Liter / DB no 9775996**. The paint can be purchased **only** from **STARK Odense Lumber Yard - Jarlsberggade 10-5100 Odense - ph.: 63156363**

Important: Save the bucket with paint and return it to the landlord by the inspection of the tenancy

(It is important that the current and the new paint is the same to avoid colour differences and ensure that the paints can cooperate).

- The tenant must make sure to buy materials to paint the tenancy, such as paint, brushes, covering, etc. (list available below).
- Remember to clean all surfaces with hot water and detergent.
- Be sure to cover windows, doors, furniture, electrical switches, radiators, floor, etc. with covering tape and paint plastic / paper (remember that cracks and holes must be filled with wall stopping).
- Architraves and skirting boards must also be painted and if the ceiling of the lease is painted white, this should also be painted (remember that cracks and holes must be filled with acrylic sealant).
- Doors should not be painted by the tenant (because this requires special paint).

• All surfaces have to be painted 2 times and there should not be visible streaks or variations on a surface. (You'll need approx. 1 liter of paint per 8-10 m2 surface * 2 times painting). You will typically need 7-10 l paint for a room. Therefore, only buy a 10 l bucket for each room.

Don't ever use old leftover paint and never mix the paint with water! If you do, the room will not be accepted at the inspection. It's your responsibility (not STARK's) that the paint you buy is the one mentioned in this document.

We will encourage you to perform the paint work properly and meet the above-mentioned requirements since if the work is not performed according to this letter, the tenancy will be painted by the landlord at the tenant's expense.

Shopping List: Painting **RAW WALL PAINT / SILK WALL PAINT / WHITE 0500 / GLOSS 10 / 10 Liter / DB no 9775996**, brush, paint rollers, paint roller rod, paint bucket / paint tray, covering tape, paint plastic / paper, wall stopping, acrylic sealants.

If you want to paint your tenancy by yourself – fill out this formular and bring it to the Accommodation office at SDU together with your termination of the tenancy.

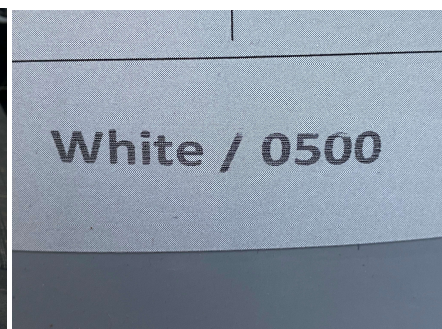
The tenant has read and confirmed the conditions for painting the tenancy himself/herself.

Your full name: _____

Room / Apartment code (e.g. A 4): _____

Room / Apartment address: _____

Paint code **RAW WALL PAINT / SILK WALL PAINT / WHITE 0500 / GLOSS 10 / 10 Liter / DB no 9775996**



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Handwritten signature _____

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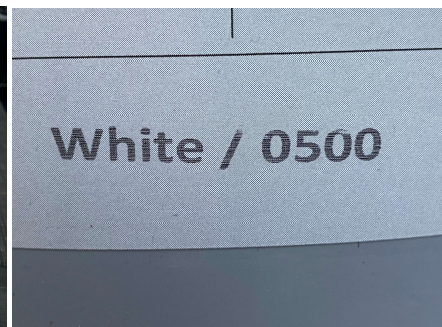
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Date: _____

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