

Notice of assignment of a tenancy in a commonhold unit

FORM 16 2004
To be completed by the new tenant and sent to the commonhold association

This notice must be completed and sent to the commonhold association within 14 days of the date on which the tenancy is assigned. If the new tenant fails to do this, the commonhold association may bring proceedings to enforce the duty to give this notice and the new tenant may be liable to pay costs and/or compensation.

Please refer to the commonhold community statement for further details and, if necessary, get independent advice. The change of ownership may need to be registered at Land Registry.

Name of commonhold	<input type="text"/>	
Name and address of commonhold association	<input type="text" value="NAME"/>	<input type="text" value="ADDRESS"/>
Date on which tenancy was assigned	<input type="text" value="/ /"/>	DD/MM/YY
Unit number	<input type="text"/>	
Name of previous tenant	<input type="text"/>	
Address of previous tenant	<input type="text"/>	
Name of new tenant	<input type="text"/>	
Address of new tenant	<input type="text"/>	
Description of premises assigned (use additional sheet if necessary)	<input type="text"/>	
Length of tenancy	<input type="text"/>	Commencement date <input type="text"/>
Rent payable	<input type="text"/>	
Other relevant terms (use additional sheet if necessary)	<input type="text"/>	
Signed	<input type="text"/>	Date <input type="text"/>
Name (please print)	<input type="text"/>	