

Receipt:

Cancellation of lease – Unfurnished room

First name, Last name: _____

Property, room no.: _____

New address: _____

Phone: _____

Email: _____

I hereby terminate my rental contract effective _____

(The notice period is 3 months in advance and is only valid if the cancellation reaches WoVe until the last day before the notice period starts. Rental contracts cannot be terminated at the end of December.)

My planned move-out date: _____

Please note that you can move out anytime before your rental contract ends. However you do stay liable for paying your rent until your rental contract ends or until a new tenant has been found. For short term notice (less than four weeks) about your move-out we charge an extra fee of CHF 50.-.

Date, _____

Signature: _____

Please make an appointment with your house representative for the room and key handover at least one week before your planned move-out.

In case a subtenant for your room is known, please inform WoVe immediately and instruct this person to apply for our service, using the application form for sub-letting on our website www.wove.ch.

Timely notification at the corresponding authorities (i.e. Department of Migration) must be done before leaving Switzerland.