|  |  |
| --- | --- |
| Notice of intention to vacate room  Residential Tenancies Act 1997 Section 142W and 142ZS | Consumer Affairs Victoria |

Rooming house residents may use this form to let the rooming house operator know that they plan to vacate the room.

# Information for rooming house resident

* You can give this notice verbally unless the rooming house operator requires it to be given in writing.
* Once this notice is given, it can only be withdrawn with the agreement of both the resident and operator. The withdrawal can be given verbally or in writing, depending on how the notice of intention to vacate was provided.
* If you have a fixed term rooming house agreement, you must give at least 14 days’ notice to the rooming house operator.
* If you do not have a fixed term agreement, you must give at least 2 days’ notice.
* If you need to vacate before the notice period due to hardship or family violence, it is advisable to seek legal advice before giving a *Notice of intention to vacate room*.

# Notice

1 Address of rooming house

|  |  |  |  |
| --- | --- | --- | --- |
| Room number |  | Street |  |
| Suburb |  |  | Postcode |

2 Rooming house operator details

|  |  |
| --- | --- |
| Full name |  |

Address (this can be an agent’s address)

|  |  |  |
| --- | --- | --- |
|  | Postcode |  |

3 Resident(s) details

|  |  |
| --- | --- |
| Full name of resident 1 |  |

|  |  |
| --- | --- |
| Full name of resident 2 |  |

Address

|  |  |  |
| --- | --- | --- |
|  | Postcode |  |

Contact phone numbers

|  |  |
| --- | --- |
| Business hours |  |

4 Date I am vacating the premises

The termination date must allow for the minimum notice required under the **Residential Tenancies Act 1997**   
(the Act), the proposed method of delivery and the date the rooming house operator is expected to receive the notice.

|  |  |  |
| --- | --- | --- |
| **I am giving you notice that I intend to vacate the premises on or by:** | Termination date |  |

5 Delivery of this notice

* The notice period begins when the rooming house operator is estimated to receive this notice.
* For information on postage times from different locations, please refer to the Australia Post website [https://auspost.com.au](https://auspost.com.au/)
* If sending by post, the resident must allow for the delivery time in calculating the proposed termination date.
* If sending by registered post, the resident should keep evidence of the mail delivery method used to send this notice.

|  |
| --- |
|  |

**This notice was sent on:**(insert date)

This notice has been delivered:

|  |
| --- |
| personally - for example, by hand |

|  |  |  |  |
| --- | --- | --- | --- |
| by registered post | Expected delivery time |  | (please see the Australia Post website) |

|  |  |
| --- | --- |
| Registered post tracking number (if applicable) |  |

|  |
| --- |
| by email (if consent has been provided by the rooming house operator) |

|  |  |
| --- | --- |
| Email address |  |

6 Signature of resident(s)

|  |  |
| --- | --- |
| Signature of resident 1 |  |

|  |  |
| --- | --- |
| Date |  |

|  |  |
| --- | --- |
| Signature of resident 2 |  |

|  |  |
| --- | --- |
| Date |  |

**Help or further information**

For further information, visit the renting section – Consumer Affairs Victoria website at [consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call the Consumer Affairs Victoria Helpline on **1300 55 81 81**.

**Telephone interpreter service**

If you have difficulty understanding English, contact the Translating and Interpreting Service (TIS) on 131 450 (for the cost of a local call) and ask to be put through to an Information Officer at Consumer Affairs Victoria on 1300 55 81 81.

**Arabic**

إذا كان لديك صعوبة في فهم اللغة الإنكليزية، اتصل بخدمة الترجمة التحريرية والشفوية (TIS) على الرقم 450 131 (بكلفة مكالمة محلية) واطلب أن يوصلوك بموظف معلومات في دائرة شؤون المستهلك في فكتوريا على الرقم 81 81 55 1300.

**Turkish** İngilize anlamakta güçlük çekiyorsanız, 131 450’den (şehir içi konuşma ücretine) Yazılı ve Sözlü Tercümanlık Servisini (TIS) arayarak 1300 55 81 81 numerali telefondan Victoria Tüketici İşleri’ni aramalarını ve size bir Danişma Memuru ile görüştürmelerini isteyiniz.

**Vietnamese** Nếu quí vị không hiểu tiếng Anh, xin liên lạc với Dịch Vụ Thông Phiên Dịch (TIS) qua số 131 450 (với giá biểu của cú gọi địa phương) và yêu cầu được nối đường dây tới một Nhân Viên Thông Tin tại Bộ Tiêu Thụ Sự Vụ Victoria (Consumer Affairs Victoria) qua số 1300 55 81 81.

**Somali** Haddii aad dhibaato ku qabto fahmida Ingiriiska, La xiriir Adeega Tarjumida iyo Afcelinta (TIS) telefoonka 131 450 (qiimaha meesha aad joogto) weydiisuna in lagugu xiro Sarkaalka Macluumaadka ee Arrimaha Macmiilaha

Fiktooriya tel: 1300 55 81 81.

Chinese 如果您聽不大懂英語，請打電話給口譯和筆譯服務處，電話：131 450（衹花費一個普通電話費），讓他們幫您接通維多利亞消費者事務處（Consumer Affairs Victoria）的信息官員，電話：1300 55 81 81。

**Serbian** Ако вам је тешко да разумете енглески, назовите Службу преводилаца и тумача (Translating and Interpreting Service – TIS) на 131 450 (по цену локалног позива) и замолите их да вас повежу са Службеником за информације (Information Officer) у Викторијској Служби за потрошачка питања (Consumer Affairs Victoria) на 1300 55 81 81.

**Amharic**  በእንግሊዝኛ ቋንቋ ለመረዳት ችግር ካለብዎ የአስተርጓሚ አገልግሎትን (TIS) በስልክ ቁጥር 131 450 (በአካባቢ ስልክ ጥሪ ሂሳብ) በመደወል ለቪክቶሪያ ደንበኞች ጉዳይ ቢሮ በስልክ ቁጥር 1300 55 81 81 ደውሎ ከመረጃ አቅራቢ ሠራተኛ ጋር እንዲያገናኝዎት መጠየቅ።

**Dari**

اگر شما مشکل دانستن زبان انگلیسی دارید، با اداره خدمات ترجمانی تحریری و شفاهی (TIS)به شماره 450 131 به قیمت مخابره محلی تماس بگیرید و بخواهید که شما را به کارمند معلومات دفتر امور مهاجرین ویکتوریا به شماره 1300 55 81 81 ارتباط دهد.

**Croatian** Ako nerazumijete dovoljno engleski, nazovite Službu tumača i prevoditelja (TIS) na 131 450 (po cijeni mjesnog poziva) i zamolite da vas spoje s djelatnikom za obavijesti u Consumer Affairs Victoria na 1300 55 81 81.

**Greek** Αν έχετε δυσκολίες στην κατανόηση της αγγλικής γλώσσας, επικοινωνήστε με την Υπηρεσία Μετάφρασης και Διερμηνείας (ΤΙS) στο 131 450 (με το κόστος μιας τοπικής κλήσης) και ζητήστε να σας συνδέσουν με έναν Υπάλληλο Πληροφοριών στην Υπηρεσία Προστασίας Καταναλωτών Βικτώριας (Consumer Affairs Victoria) στον αριθμό 1300 55 81 81.

**Italian** Se avete difficoltà a comprendere l’inglese, contattate il servizio interpreti e traduttori, cioè il Translating and Interpreting Service (TIS) al 131 450 (per il costo di una chiamata locale), e chiedete di essee messi in comunicazione con un operatore addetto alle informazioni del dipartimento “Consumer Affairs Victoria” al numero 1300 55 81 81