



TOAS

Tampere Student Housing Foundation

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# KEY TRANSFER AGREEMENT

With this form the tenant moving out may hand the key(s) directly to the new tenant. The key transfer agreement must be returned to TOAS office at the latest on the moving day (first working day of the month after the end of the tenancy).

The shared apartment room key must be to the same room as in the tenancy agreement. The new tenant of a shared apartment may receive only one key (+possible room key). Any extra keys must be returned to TOAS office at the latest on the moving day. It is forbidden to hand any keys, permits or key cards for car parking to the new tenant (must be returned to TOAS office). Storage room keys may not be given to the new tenant in the following locations: Willa Espa, Tullinaukio, Pekola, Jarinsampo, Velinterassit, Mikontalo, Wäinölä 1–2.

We the undersigned have agreed to transfer between us the keys of the apartment indicated below. **The new tenant accepts the condition and cleanliness of the apartment as it is at the moment s/he gets the key(s)** excluding the possible repairs noted in the final inspection.

Address of the apartment

\_\_\_\_\_  
Name of the tenant moving out

\_\_\_\_\_  
Name of the new tenant

## KEYS TRANSFERRED

Key 1. Stamp on key \_\_\_\_\_

Key 4. Stamp on key \_\_\_\_\_

Key 2. Stamp on key \_\_\_\_\_

Key 5. Stamp on key \_\_\_\_\_

Key 3. Stamp on key \_\_\_\_\_

Total amount of keys \_\_\_\_\_

The new tenant has received the keys on \_\_\_\_ / \_\_\_\_ 20\_\_\_\_

**CHECK AND TRY THE KEY(S)  
YOU GOT IMMEDIATELY!**

Date and signature of the tenant moving out

\_\_\_\_ / \_\_\_\_ 20\_\_\_\_ \_\_\_\_\_

Date and signature of the new tenant

\_\_\_\_ / \_\_\_\_ 20\_\_\_\_ \_\_\_\_\_

**ATTENTION!** This key transfer agreement must be returned to TOAS office at the latest on the moving day (first working day after the end of the tenancy). If TOAS office receives no information on the keys, the deposit of the tenant moving out will not be refunded.

**PLEASE, TAKE GOOD CARE OF THE KEYS TO YOUR HOME!**