

How to contact the service:

Banff and Buchan

Fraserburgh Area
Housing and Social Work
55 Mid Street
Fraserburgh
AB43 9EP

Tel: **01346 514866**

Buchan

Peterhead Area
Housing and Social Work
Baltic House
Peterhead
AB42 1JL

Tel: **01779483278**

Garioch and Formartine

Housing and Social Work
Gordon House
Blackhall Road
Inverurie
AB51 3WA

Tel: **01467 620981**

Kincardine and Mearns

& South Marr
Housing and Social Work
16/22 Allardice Street
Stonehaven
AB39 2BR

Tel: **01569 762001**

Banff Area

32 Low Street
Banff
AB45 1AY
55 Mid Street

Tel: **01261 813260**

North Marr

25 Gordon Street
Huntly
AB54 8AN

Tel: **01466 794121**

Leaving Your Council Tenancy

Aberdeenshire 
COUNCIL

Housing and Social Work

When terminating your tenancy you must give the Council 28 days notice (unless you are transferring to another Council house)

You can do this by completing a Termination Notice, which is available from your Local Housing Office.

- If you have a joint tenancy both tenants must sign the termination notice.
- If you are living with your husband / wife they must also agree to the termination under the Matrimonial Homes (Family Protection) (Scotland) Act 1981.
- If you are giving up the tenancy on behalf of someone else you must provide confirmation that you have power of attorney or in the case of a bereavement you may be asked for a copy of the death certificate.

In the event of a bereavement and provided no one is succeeding to your tenancy you are also entitled to a 14 day rent free period which commences from the date of death.

If you wish to leave any items for the next tenant both the outgoing and incoming tenants must inform the Council, in writing, of which items are to be left.

These will be left in the property but the Council takes no responsibility for their safety or condition and does not get involved in any financial arrangements you have agreed.

Any other possessions left will be considered unwanted and disposed of by the Council.

Remember:

- To complete a Termination Notice
- Allow the Clerk of Works access for his inspection
- Clear your property of your belongings unless you have agreement from the next tenant and the Council that you are leaving any items.
- Ensure the property has been cleaned
- Take meter readings and advise the utility companies that you are leaving
- Hand back all the keys to the local council office

Succeeding to a Tenancy

The Housing (Scotland) Act 2001 details who may qualify to succeed to a tenancy following the death of a tenant.

In summary:

1. The tenant's surviving spouse, co-habitee, same sex partner or a joint tenant providing the house has been their sole or principal home for six months prior to the tenants death.
2. If no one in the above category succeeds then any member of the tenant's family aged 16 years or over providing the house has been their sole or principal home for six months prior to the tenants death.
3. A carer who has provided care for the tenant and has given up their previous principal home and is living in the property

For further advice contact your local housing office