

Resident leaving form – Rooming accommodation (Form R13)

Residential Tenancies and Rooming Accommodation Act 2008
(Sections 379–381)



1 Address of the rental premises

Room no.	
	Postcode

2 Notice issued by

1. Full name/s		
Forwarding address		Signature
	Postcode	
Phone	Email	Date

2. Full name/s		
Forwarding address		Signature
	Postcode	
Phone	Email	Date

3 Notice issued to Lessor Agent

4 Details (reason) for issuing this notice

- without grounds
 with grounds (provide details)

5 Notice issued on

Day	Date	Method of issue (e.g. by post, in person)
<input type="text"/>	<input type="text"/>	<input type="text"/>

6 Date agreement ends (if applicable)

7 Resident/s leaving

Day	Date	Time		OR	Immediately
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> am <input type="checkbox"/> pm		<input type="checkbox"/>

(There are minimum notice periods that apply, see overleaf)

Do not send to the RTA—give this form to the agent or manager/provider, keep a copy for your records.



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This form is given to the agent or manager/provider when the resident/s want to end the accommodation agreement and leave by a certain date.

A fixed term agreement can only be ended if:

- the resident/s has issued the agent or manager/provider with a *Notice to remedy breach* (Form R11) AND the agent or manager/provider has not fixed the problem by the due date (on the Form R11)
- the resident/s must then give at least 7 days notice before ending the agreement

For a periodic agreement, the resident/s must give at least 7 days notice to end the agreement.

If the premises has been destroyed, or made completely or partly unfit to live in, the resident/s can end the accommodation agreement immediately—within one month of the event.

The agent or manager/provider should talk to the resident/s if they do not agree with this notice. If agreement cannot be reached, the RTA's Dispute Resolution Services may be able to assist.

Schedule of timeframes

Reason	Timeframe
Failure to remedy breach	7 days
Premises destroyed or made completely or partly unfit to live in	Immediately
Without grounds—periodic	7 days
Without grounds—fixed <i>Note: Can only be ended before the end of the fixed term if both parties agree.</i>	7 days