[date]

[address of tenancy]

To whom it may concern,

**Re: Notification of termination of contract/lease/tenancy agreement**

I am writing to provide notice of the termination of my accommodation agreement with yourselves. This notice is provided in line with the Coronavirus (Scotland) (No. 2) Act which came into force on 26th May 2020. You will be aware that this temporarily legislates for students in Scotland to bring tenancies to an end earlier than the stated end date. The relevant section of the legislation is as follows:

*Paragraphs 2 and 3, Schedule 1 of the Coronavirus (Scotland) (No.2) Act 2020*.

The reason I am providing is that, as a result of coronavirus, [insert reason, e.g. my course has been moved online/I am unable to travel to Glasgow/I am returning home for safety reasons – the reason you give **must** be specifically related to coronavirus]. As I moved into the accommodation after 27th May 2020, I am entitled to give 28 days’ notice to terminate the contract. As such, the end of my notice period will be [date - day after the last day of the minimum notice period of 28 days].

[Section below **IF APPLICABLE** only:] Due to the termination of my contract in line with this legislation, I am asking for the return of rent already paid to you in advance, for the period following the end of my notice period. My bank details are below. For clarity, I have made the following payments to you:

|  |  |
| --- | --- |
| **Date** | **Amount** |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total:** |  |

I look forward to hearing from you soon.

Kind regards,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [your name]

**Bank Details:**

|  |  |
| --- | --- |
| Name of Bank |  |
| Name as it appears on Account |  |
| Sort Code |  |
| Account Number |  |