

To  
The President,  
Sarv Mangal Co-op Society,  
Zirakpur

As desired, please find details of tenants in my house. I will inform as and when present tenant/tenants vacate the rented accommodation and I shall also provide the detail of new tenant, if any before giving physical possession.

#### INFORMATION ABOUT TENANT

1. Name of Tenant: - \_\_\_\_\_
2. Father's Name: - \_\_\_\_\_
3. Spouse Name :- \_\_\_\_\_
4. Rented Property details: House No..... Ground Floor/**1<sup>st</sup> Floor / 2<sup>nd</sup> Floor** (Tick applicable)
5. Number of Family Members, Adult \_\_\_\_\_ Children \_\_\_\_\_
6. Occupation of Tenant (with address):- \_\_\_\_\_  
\_\_\_\_\_
7. Telephone/Mobile No. :-Residence \_\_\_\_\_ Office \_\_\_\_\_
8. Registration No. of Vehicle (if any):- \_\_\_\_\_
9. Previous Address: - \_\_\_\_\_  
\_\_\_\_\_
10. Permanent Address: - \_\_\_\_\_  
\_\_\_\_\_

(Signature of Tenant)

Attestation by Landlord/Landlady\*

Name of Landlord/Landlady: - \_\_\_\_\_

Address: - House No \_\_\_\_\_ Ground Floor/**1<sup>st</sup> Floor / 2<sup>nd</sup> Floor** (Tick applicable) \_\_\_\_\_

Occupation: - \_\_\_\_\_

Membership no (for office use): .....

(Signature of Landlord/ Landlady)

\*Note : Kindly prove a copy of rent agreement