

# HOUSING ACT 1985

Section 140(1)

## Landlord's Preliminary Notice to Complete

(Notes 1 and 2)

(1) Name(s) of  
Tenant(s).

To<sup>(1)</sup>

(2) Address.

Following your grant to exercise a right to buy the house or flat known as<sup>(2)</sup>

the Landlord requires you within the period of \_\_\_\_\_ days (Note 3) from the date of service of you of this notice

- (a) if any relevant matters (Note 4) are outstanding, to serve written notice on the Landlord specifying those outstanding; or
- (b) if all relevant matters have been agreed or determined, to complete the purchase.

If you do not comply with this notice, the Landlord may serve a written final notice to complete on you, giving you at least a further 56 days to complete the purchase. Failure to comply with the final notice to complete will result in your being treated as having abandoned your claim to exercise a right to buy.

Date

Signed

(3) Landlord.

On behalf of<sup>(3)</sup>

Address

## NOTES

1. The Landlord may not serve this notice within twelve months
  - (a) the service of a Landlord's notice under section 145 (notice of purchase price and other matters) or
  - (b) where a section 145 notice has been served, Landlord's notice admitting or denying a right to require on rent to mortgage terms), the service of that notice.
2. After the time limit in Note 1, the Landlord may serve this notice at any time, unless:
  - (a) a requirement that the District Valuer determine or redetermine the value of the house or flat has not been complied with;
  - (b) any court proceedings to determine any relevant matter (Note 4) are still pending; or
  - (c) a relevant matter, which the Tenant stated was outstanding in a written notice served on the Landlord, has not been agreed or determined.
3. The time allowed must be what is reasonable in the circumstances, but not less than 56 days.
4. A relevant matter relates to the conveyance or lease of the house or flat.