



Dear madam/sir,

I am a departing / new\* tenant and I will not be able to attend the delivery of my rental house. I hereby empower assignee to sign the delivery report and transfer the keys on my behalf.

**Address**

Street		
Nr + addition		
Postal code + city		

**Tenant**

Initials		
Last name		Mr. / Mrs.

**Assignee**

Initials		
Last name		Mr. / Mrs.

Kind regards,

.....  
(name tenant)

.....  
(signature tenant)

\* cross out what is not applicable

Assignee must be able to show a valid ID upon delivery