

# FORM NO. 6A

*Housing Act 1988 section 21(1) and (4) (as amended)*

## NOTICE REQUIRING POSSESSION OF A PROPERTY IN ENGLAND

let on an Assured Shorthold Tenancy

### NOTES ON THE NOTICE

This notice is the first step towards requiring you to give up possession of your home. You should read it very carefully.

1. If you have an assured shorthold tenancy, you are entitled to at least two months' notice before being required to give up possession of your home. In some circumstances a longer notice period may be required.
2. If you do not leave your home by the date specified in this notice, your landlord must get an order for possession from the court before you can lawfully be required to leave. An application to the court for such an order cannot be made until after the date specified in the notice.
3. After getting a possession order, if you still do not leave, your landlord must apply to the court to ask a bailiff to evict you. The bailiff must give you 14 days' notice of an eviction date.
4. If you need advice about this notice, and what you should do about it, take it immediately to a **citizens' advice bureau, a housing advice centre, a law centre or a solicitor**.
5. If you are a debtor and you are in a 'breathing space', you have a duty to inform your debt advice provider of any material change in your circumstances, so you should let them know that you have received this notice.
6. If you believe you are at risk of homelessness as a result of receiving this notice, you should contact your local authority for support. You can find your local authority at <https://www.gov.uk/find-local-council>

**Free independent advice:** Shelter helpline: **0808 800 4444**

<https://www.shelter.org.uk/>

**Understanding the possession action process:**

<https://www.gov.uk/government/publications/understanding-the-possession-action-process-guidance-for-landlords-and-tenants>

1 To:

Mrs Smith

2 You are required to leave the below address after:

**14 July 2026**

If you do not leave, your landlord may apply to the court for an order under Section 21(1) or (4) of the Housing Act 1988 requiring you to give up possession of:

16 Waterloo Road``  
Pudsey  
LS28 7PW

If your landlord does not apply to the court within a given timeframe this notice will lapse. Your landlord can rely on this notice to apply to the court during the period of **6 months** commencing from the date this notice is given to you.

**3 Name and address of landlord or landlord's agent**

*To be completed in full by the landlord, or, in the case of joint landlords, at least one of the joint landlords, or by someone authorised to give notice on the landlord's behalf.*

**SIGNED**  
  

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**NAME**  
Tariq Mohammed

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**ADDRESS**  
35 Woodhall Park Avenue  
Pudsey  
LS28 7HF

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**TELEPHONE**  
  

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**SIGNED**  
  

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**NAME**  
  

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**ADDRESS**  
  

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**TELEPHONE**  
  

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**Capacity (please tick):**

☐ Landlord    ☐ Joint landlord(s)    ☐ Landlord's agent

**Date:**    3 February 2026  
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## Service Instructions

This notice must be properly served on the tenant(s) named in section 1. You may serve this notice by:

- **Hand delivery:** Delivering the notice to the tenant personally
- **Leaving at the property:** Leaving the notice at the property in a place where it is likely to come to the tenant's attention
- **First class post:** Posting it by first class post to the tenant's last known address (allow for postal delivery time)
- **Email or other electronic means:** Only if the tenancy agreement specifically permits service by email and you have prior written agreement from the tenant

**Record keeping:** Keep proof of service (e.g., photograph of hand delivery, postal receipt, copy of email). If proceedings are started, you may need to provide evidence of when and how the notice was served.

**Important:** The date in section 3 should be the date you serve the notice, not a future date.

## Service and Validity Checklist

Before serving this notice, ensure you have satisfied all of the following requirements:

- The tenancy is an assured shorthold tenancy under the Housing Act 1988
- All details in sections 1-3 are complete and accurate
- The notice period given (section 2) is at least two months (or longer if required by your circumstances)
- At least four months have passed since the start of the tenancy (unless a valid Section 21 notice was served before the tenancy began)
- Any fixed term has ended, or will end before the date given in section 2
- Any deposit taken has been protected in a government-approved scheme within 30 days of receipt, and prescribed information has been provided to the tenant
- Required documents have been provided: Gas Safety Certificate (if applicable), Energy Performance Certificate, and How to Rent guide
- Any required property license has been obtained
- No tenant improvement notice, emergency remedial action notice, or similar enforcement action is in effect
- No prohibited fees have been charged
- The notice is signed and dated

**After serving this notice:** You may apply to court for a possession order once the date in section 2 has passed, but you must do so within 6 months from the date of service or the notice will lapse.

**Seeking advice:** If you are unsure about any aspect of this notice or the possession process, seek independent legal advice.