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| **PLACE DIRECTORATE**  **Nick Sayers**  **Head of Operations & Greenspace**  Hyde Depot, Park Road, Hyde Tameside, SK14 4JT  Call Centre 0161-342-8355  Twitter @tmbc\_places  [www.tameside.gov.uk](http://www.tameside.gov.uk)  email: [nicola.marshall@tameside.gov.uk](mailto:nicola.marshall@tameside.gov.uk)  Doc Ref Allotment Name/28/21  Ask for Nicola Marshall  Direct Line 0161 342 3348  Date 4 August 2021 |

Ms Jo Bloggs

Sent via email to:

samplename@samplename.com

Dear Ms Bloggs

**Allotment Site Name - Formal Notice to Quit**

You have received a Notice To Quit the plot because you are in breach of clause 5.3 of your Allotment Agreement:

5.3: The tenant must keep the plot free from weeds and shall maintain the Plot in a proper state of cultivation and reasonably clean and tidy to the reasonable satisfaction of the Association.

You have been given two previous notices to improve the standard of your allotment plot – these letters were sent to you on the following dates:

20 October 2020 – Tidy up letter issued.

5 July 2021 – 28 Day improvement notice issued.

Despite the two previous notices you have not improved your plot and it is still well below standard.

We have arranged for your plot to be cleared on the 26 August 2020 – 22 days from the date of this letter. Please remove all your personal property before this date as we will be on site to remove all items from the plot and clear it. The Council will not be held liable for any of your property after 25 August 2020.

Yours sincerely,



**Nicola Marshall**

**Greenspace Manager**