

Our Ref: TC1f

Date:

Name(s) of tenant(s) on Tenancy:

Address :

Telephone No

Mosscafe St Vincent's Housing Group Limited
101 Great Western Street
Moss Side
Manchester
M14 4AA

RE: Request for credit refund on my rent account

This is to confirm that I am the above named person and I would be grateful if you could investigate my credit balance on my rent account with a view to providing me with a refund.

My Account details are as follows:

Account Number..... Sort Code.....

Signed (both signatures if joint tenancy):.....Date:.....

.....Date.....