

Before you leave Brest

As soon as possible

Make sure that you give notice of your intention to leave the accommodation you have been renting well in time! Inform in writing your landlord (or the letting agency) of your departure by registered letter with acknowledgement of receipt in compliance with the contractual notice period stipulated in your rental agreement - normally 1 to 3 months prior to your moving-out date. Please note that if you fail to comply with this procedure, your deposit will not be given back.

Schedule the exit inspection with your landlord (or the letting agency) to get back the rental deposit. Your moving-in deposit may not be fully returned if damage has been done to the property during your tenancy and repairs are needed before the property can be let again. If the deposit is not fully returned, the landlord (or the letting agency) must provide you with receipts for expenses. On the day you move out, you will be required to leave keys with the landlord (or with the letting agency).

1 month before you leave

- **Inform organisations** such as CPAM (social security), CAF (family and housing benefits), your pension fund, your private health insurance company, your local tax office and Pôle emploi if applicable of your change of address.
If you are staying in France, it is possible to notify your change of address online:
www.service-public.fr/particuliers/vosdroits/R11193
- **Cancel all your contracts and subscriptions:** electricity and gas, landline and mobile telephone, television and internet, house insurance, water etc. by phone or by sending a registered letter with an acknowledgement of receipt.
- **Close your bank account:** it is not always possible to do so before departure because your rental deposit will be paid into your account after departure and so will your final salary. In addition, health insurance reimbursements may also take place after you have left France and possibly tax payments. Arrange with your bank to schedule a remote closure of your account after your departure.
- Ask your employer for your end-of-contract paperwork.
- If your children have attended school in France, remember to ask for certificates of registration and school reports.
- If you or/ and a member of your family have received medical treatment in France, ask the medical practitioner for a medical report.

One final recommendation

You can inform "La Poste" of your change address and ask for a mail forwarding service for six months or one year. There is a charge for this service.

If you are moving abroad:

www.laposte.fr/demenagement-absence/reexpedition-definitive-internationale

If you are moving a new address in France:

www.laposte.fr/demenagement-absence/reexpedition-definitive-nationale

Centre de Mobilité Internationale de Brest has made every effort to ensure that the information mentioned above is accurate and it cannot be held responsible for any possible errors.

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