



Letter 1 - a friendly letter expressing concerns about non-cultivation.

Site Name: Plot number:

Is your plot too large for you? Have you changed your mind about having an allotment?

We regularly inspect allotment plots and noted during a recent site inspection that your plot has fallen below the minimum standards required by YACIO. You can view the tenancy agreement on the YACIO website.

If your plot is too large for you to manage, please let us know. There may be options for you to downsize.

If you have changed your mind about having an allotment, please tell us, so we can give someone else the chance to work it.

If there are particular reasons why you have not been able to make more progress, please let us know what these are and let us know when you hope to be able to make a start.

We will inspect your plot again in three weeks. Please ensure that your plot is cultivated and well managed and that weeds are brought under control by then. Alternatively please let us know why you have been unable to work on your plot. If you do not do this your tenancy may be at risk.

If you have any queries regarding this letter please do not hesitate to get in touch.

Yours sincerely,

www.yorkallotments.org
contact@yorkallotments.org
07746 268588

Charity Registration 1174306

York Allotments
Popeshead Court Offices
Peter Lane
York
YO1 8SU



Letter 2 - gives the legal notice we are required to serve if we intend to terminate a tenancy.

Site Name: Plot number:

Further to our previous letter it has now been three weeks and a further inspection of your plot shows that it still fails to meet the minimum standards required by YACIO. We have also not heard from you.

If you have changed your mind about having an allotment, or decided that the plot is too large for you to manage, please let us know. We have a waiting list of people interested in taking on plots.

If there are particular reasons why you have not been able to make more progress, please let us know what these are and let us know when you hope to be able to make a start.

If we do not hear from you and there is no sign of your plot being cultivated and well managed with the weeds under control in the next three weeks then we will assume that you no longer wish to have an allotment and will terminate your tenancy so that someone else can have the chance of an allotment.

This Notice is served under Section 30 (2) of the Smallholdings and Allotments Act. 1908 and the powers of re-entry contained in the Allotment Agreement made between YACIO and yourself.

If you have any queries regarding this letter please do not hesitate to get in touch.

Yours sincerely,

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Letter 3 - termination of tenancy

Site Name: Plot number:

TERMINATION NOTICE

Further to our previous letters, we have not heard from you and little or no progress has been made on the cultivation of your plot. Therefore, we advise you that you are in breach of your agreement dated «DateLet» for failure to maintain your plot.

Your allotment tenancy agreement for «SiteName» Plot «PlotID» dated «DateLet» will be terminated with immediate effect.

If you need to remove any items from the plot please do so within the next 7 days. After this the plot will be re-let and any items left will be disposed of.

If you have any questions relating to this letter or you believe this is an error, please do not hesitate to get in touch.

This Notice is served under Section 30 (2) of the Smallholdings and Allotments Act. 1908 and the powers of re-entry contained in the Allotment Agreement made between YACIO and yourself.

Yours sincerely,

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