

# A-Kruunu

## MUTUAL KEY TRANSFER AGREEMENT

On this day of \_\_\_/\_\_\_ 20\_\_\_, I/we have handed over the following keys from the address:

\_\_\_\_\_

## KEY SPECIFICATION

Apartment keys            \_\_\_ pcs.    ID no.: \_\_\_\_\_

Housekeeper keys        \_\_\_ pcs.    ID no.: \_\_\_\_\_

Other possible keys:

\_\_\_\_\_            \_\_\_ pcs    ID no.: \_\_\_\_\_

\_\_\_\_\_            \_\_\_ pcs    ID no.: \_\_\_\_\_

\_\_\_\_\_            \_\_\_ pcs    ID no.: \_\_\_\_\_

## SIGNATURES

Provider of the keys

Recipient of the keys

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Printed name

Both contracting parties must get their own copy or copies of the signed contract document. The signed document must be sent to A-kruunu at [muutot@a-kruunu.fi](mailto:muutot@a-kruunu.fi) without delay after the keys have changed hands.

The return of the Key Transfer Agreement is **always the responsibility of the departing tenant**, even when the tenants have agreed on a different procedure among themselves. If the signed Key Transfer Agreement is not received by the end date of the lease agreement, the locks to the apartment will be re-keyed, and the costs will be invoiced to the departing tenant.

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The resident moving to the apartment must visit the locksmith shop to show the keys to the apartment that the resident has received. This must be done within five working days of the start of the tenancy agreement. If the keys are not presented to a locksmith within five business days, we reserve the right to re-key the locks to the apartment, and the costs will be invoiced to the new tenant.

The right of occupancy to the apartment is transferred to the new tenant through the Key Transfer Agreement. A-Kruunu Oy does not provide rent reimbursement to the departing tenant. The actual move-out inspection of the apartment will be separately performed by a representative of the landlord's on a business day at the end of the month.

If the new tenant discovers any specific defects/shortcomings in the apartments during move-in, such defects/shortcomings must be documented and immediately reported to the landlord.

NOTE! A key handover agreement between the residents may only be used to hand over the keys to the apartment and the public spaces intended for its resident. Keys to the parking spaces must be returned to the locksmith shop, which will hand them over to the new resident.

For more information, please call 020 720 7100 or write at [vuokraus@a-kruunu.fi](mailto:vuokraus@a-kruunu.fi).