

Terminating a tenancy (sale of dwelling)

Please read this carefully before completing the notice of termination. This note, along with the attached notice of termination and statutory declarations, is intended as a general guide only. You should consult the Residential Tenancies Act 2004 (as amended) for full legal requirements. The RTB is not responsible for any errors or omissions.

Who can terminate a tenancy

- Tenancies starting **on or after 1 March 2026** - you can only terminate the tenancy if you are a non-corporate landlord of 1 - 3 tenancies ('small landlord').
- The tenancy is subject to a rolling 6-year Tenancy of Minimum Duration. **During the 6-year tenancy cycle**, you may only end the tenancy if you need to sell the dwelling to avoid undue financial or other hardship. As a 'small landlord', you may end the tenancy at the **end of the 6-year cycle** without needing to meet the hardship criteria. The notice must be served before the expiry of the 6-year cycle and the period of notice must expire on or after the expiry of the 6-year cycle.
- Tenancies starting before 1 March 2026 - no restriction based on landlord size. The hardship requirement does not apply.

Notice requirements

- You must serve a copy of the notice to the RTB on the same day you serve it on the tenant. **If you do not, the notice is invalid.** Same day service means that your tenant and the RTB receive your notice on the same day.
- The best way to ensure both notices are received on the same day is to submit your notice through the RTB Service Centre at www.rtb.ie on the same day that you email it to your tenant.
- We do not recommend sending the notice by post to your tenant and to the RTB. The notice will be invalid if the post is not delivered to the RTB and your tenant on the same day.

- You must provide a **statutory declaration**. The statutory declaration must be signed in person before one of the following: Commissioner of Oaths, Practicing Solicitor, Notary Public, or Peace Commissioner. This declaration cannot be signed by someone else on your behalf.

If the tenancy started before 1 March 2026, and the landlord is a company, the declaration must be signed by a person authorised under the company's constitution (e.g. a director or a company secretary)

Joint inspection before the tenancy ends

To give the tenant(s) an opportunity to address issues (e.g. cleaning, repairs and replacements for damage above wear and tear), a joint inspection should be carried out before the tenancy end date.

Documents

- **Notice of termination: Sale of dwelling**
- **Statutory declaration 1**
For tenancies which began on or before 1 March
- Statutory declaration 2**
For tenancies which began **on or after 1 March 2026**, where a 'small landlord' is ending the tenancy **during the 6-year tenancy cycle**. **Please use the correct declaration based on the number of landlords involved in the tenancy**
- Statutory declaration 3**
For tenancies which began **on or after 1 March 2026**, where a 'small landlord' is ending the tenancy **after the 6-year tenancy cycle has ended**. **Please use the correct declaration based on the number of landlords involved in the tenancy.**

