

Notice to Vacate Form

Please return this form to the manager when you are ready to give us notice that you will be moving. Thank you!

Today's Date: _____

Your Name: _____

Current Address: _____

Forwarding Address: _____

Phone Number: _____

Move-Out Date: _____

Reason for Moving: _____

I am aware that I must give my Notice to Vacate in writing at least 30 days prior to the end of my Lease Agreement -OR- the date I intend to vacate (if breaking the lease).

For Month-to-Month Tenancies: I am aware that in accordance with my Rental Agreement, if a full 30-day Notice to Vacate is not given prior to the end of the month, I will be responsible for rent for the following month and my lease will end the last day of the next month.

I am aware that I am legally obligated to fulfill the terms of my contract through it's entire duration. If I am moving prior to the end of my lease, I understand that rent is still due and payable at the 1st of every month until the landlord notifies me that they have found a replacement tenant. I may be entitled to a refund of pro-rated rent IF someone moves in during a month for which I have already paid rent AND I leave the property in move-in ready condition and have satisfied all other obligations of my lease.

I am aware that I must leave the unit in the same condition as when I moved in by completing the entire move-out cleaning checklist. I am aware that any cleaning or repairs needed to the Rental after I have vacated will be billed at my expense and deducted from my security deposit.

Tenant Signatures:

Name

Date

Name

Date