

# TENANT'S NOTICE TO VACATE

Date: \_\_\_\_\_

Tenants Names (Printed)

\_\_\_\_\_

Please take notice of our intention to vacate our residence located at: (print address)

\_\_\_\_\_

Our last day in the unit will be \_\_\_\_\_ (lease end date or mutually agreed date with management)

We understand that the unit needs to be cleaned and completely empty on the date listed above.

We understand that we are responsible for paying rent through the end of the term agreed to in the Lease/Rental Agreement or until another tenant is approved by the management and has taken occupancy, whichever happens first. As we have agreed in our Lease/Rental Agreement, we will make the premises accessible to show to perspective tenants. We understand the landlord will be providing our phone number or email address so that viewing can be arranged.

We understand that we have the right to request a walk through in writing 30 days prior to our move out date.

We understand that it is our responsibility to place a change of address with the U.S. postal service since our security deposit will be mailed to our current rental address, unless we provide a self-addressed envelope for the deposit to be mailed to a different address

We understand that the security deposit refund will be returned to a single occupant as stated in our lease. Please make the security deposit refund payable to: (print name)

\_\_\_\_\_

Rent will be prorated as necessary for your last month of possession. Call for amount.

Tenant: \_\_\_\_\_ Date \_\_\_\_\_

Tenant: \_\_\_\_\_ Date \_\_\_\_\_

Tenant: \_\_\_\_\_ Date \_\_\_\_\_

Tenant: \_\_\_\_\_ Date \_\_\_\_\_