

**TENANT'S NOTICE TO VACATE**

DATE NOTICE PROVIDED: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TENANT NAME(S): \_\_\_\_\_  
\_\_\_\_\_

Please take notice of our intent to vacate the above-referenced residence on or before \_\_\_\_\_,  
**NO LATER THAN 12:00PM (NOON).**

The reason we are moving is: \_\_\_\_\_  
\_\_\_\_\_

We understand that our deposit will be refunded as agreed, less past due unpaid charges, if any, after we have moved out completely and returned possession of the premises to the management, as long as we leave the residence in clean and undamaged condition.

All parties understand that our Rental Agreement states we have agreed to a 30 day written notice to vacate. All parties understand that we are responsible for paying rent through the end of the term agreed to in the Rental Agreement. As all parties have agreed in our Rental Agreement, we will make the premises accessible to show to prospective tenants or purchasers at any and all reasonable times, whether we are present or not. Please return deposits to our new address at:

\_\_\_\_\_  
\_\_\_\_\_

ACKNOWLEDGEMENT: By signing below, we hereby acknowledge receipt of the Move Out Guidelines.

Tenant Signature(s) (**must be signed by all tenants over the age of 18**):

\_\_\_\_\_  
\_\_\_\_\_

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**For Internal Use Only**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

