



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.

We would like to participate in the Rapid Refund program, and receive our security deposit refund within 7 business days of the expiration of the Lease (details apply). We acknowledge that a \$150 rapid refund fee will apply. Yes No

We understand that our Rental Agreement states we have agreed to a **30 day** written notice to vacate. We understand that we are responsible for paying rent through the end of the term agreed to in the Rental Agreement or until another tenant is approved by the management and has taken occupancy, whichever happens first. **As we 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.**

We would like our deposit returned through automatic deposit to our bank account. Yes No

If yes, we have completed an Authorization for Automatic Deposit, and understand that a deposit to our account will be initiated on or before the deadline for return of a security deposit as mandated by the State.

If yes, we would like to authorize our disposition to be emailed to us rather than sent through mail? Yes No

Forwarding Address: _____

Email Address for ACH Dispositions: _____

ACKNOWLEDGEMENT: By signing below, we agree to the above, and acknowledge receipt of the Move Out Guidelines.

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

For Internal Use Only

Received by: _____ Date: _____