

NOTICE OF INTENT TO VACATE

We regret that you will be moving from our community. So that we may help make your move easier, please take a few minutes to complete the following information.

MOVE-OUT DATE _____
CURRENT ADDRESS _____

HOME PHONE _____
WORK PHONE _____
CELL PHONE _____

RESIDENT NAME _____
RESIDENT NAME _____
RESIDENT NAME _____
RESIDENT NAME _____
FORWARDING ADDRESS: _____

I understand that Section 17 of my lease gives the landlord "the right to enter the premises at all reasonable times for purposes of making inspections...during the last month of the lease and/or after the tenant has provided written notice to the landlord of the tenant's intent to vacate."

I further understand that the following terms and conditions, as specified in the lease, must be met in order to receive a refund of my security escrow deposit:

1. The apartment will be left as clean and in the same condition as when rented with the exception of normal wear and tear. Any additional cleaning or maintenance required will be charged to the Tenant.
2. I will be responsible for any and all costs incurred by another party if the premises are not vacated on the date indicated above.
3. This notice may not be rescinded nor may the date of vacating be changed without consent of Management.
4. I agree to be responsible for all incurred utility bills through the date of vacating.
5. If the term of the lease is not fulfilled, I will pay a lease break fee of two month's rent.
6. All door keys and key fobs must be returned to the management office or the Tenant will be charged out of their security deposit.
7. **Proper written notice is received.**

To help us better serve our residents, please complete the following section:

REASON FOR MOVING (please check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Employment Transfer | <input type="checkbox"/> Personal Concerns |
| <input type="checkbox"/> Military Transfer | <input type="checkbox"/> Illness or Death |
| <input type="checkbox"/> Bought a House/Condo/Townhouse | <input type="checkbox"/> Rental Increase |
| <input type="checkbox"/> Rented a House | <input type="checkbox"/> Too Many Occupants |
| <input type="checkbox"/> Acquired a Pet | <input type="checkbox"/> Change in Marital Status |
| <input type="checkbox"/> Needed a Larger/Smaller Apartment | <input type="checkbox"/> Added/Lost Roommate |
| <input type="checkbox"/> Unemployment | <input type="checkbox"/> Management Related |
| <input type="checkbox"/> Moving out of Town | <input type="checkbox"/> Financial Problems/Moving Home |

Other _____

I (We) have read the above terms and agree to them:

Resident Signature

Date

Resident Signature

Date

Permission to Enter for a Pre move out inspection?

YES _____ NO _____