

Century Property Management & Investments, Inc.  
Property Management Division  
2300 West Magnolia Boulevard Suite B  
Burbank, CA 91506  
(818) 841-3359

**ROOMMATE NOTICE TO VACATE and SECURITY DEPOSIT RELEASE FORM**

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

This will serve as my written notice to vacate the premises located at:

\_\_\_\_\_ (Address)

on \_\_\_\_\_ (Date)

As of the above date I will no longer be responsible for any damage or rent due on the property I am vacating.

All responsibility is given to the remaining roommate(s):

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Name)

I agree to release the total Security Deposit paid on the property in the amount of \$ \_\_\_\_\_ to the above named remaining roommate(s).

\_\_\_\_\_  
Vacating Roommates Signature

I/We agree that \_\_\_\_\_ (Vacating Roommate), is not responsible for any damage in the above property.

\_\_\_\_\_  
Remaining Roommates Signature

\_\_\_\_\_  
Remaining Roommates Signature

\_\_\_\_\_  
Remaining Roommates Signature

\_\_\_\_\_  
Remaining Roommates Signature

Date Received by Manager: \_\_\_\_\_ Manager's Signature: \_\_\_\_\_