

# Notice to Vacate Property

(Written notice is required to terminate your lease, however use of this particular form is not required for notice to be accepted. It is provide merely for your convenience.)

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

Owner/Manager Name: \_\_\_\_\_

Tenant/Resident Name: \_\_\_\_\_

I/We hereby give notice to vacate the property located at:

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

on or before \_\_\_\_\_ (date).

\_\_\_\_\_  
(Resident Signature)

\_\_\_\_\_  
(Resident Signature)

\_\_\_\_\_  
(Resident Signature)

\*If available please give us your new contact information in the area below. It isn't required for the notice, but it will speed up the refund of any deposits being held.

Notes:

1. Month to Month Agreements: If you are on a month to month agreement notice must be given 20 days prior to the end of the calendar month. Otherwise, you will owe rent for the next month also.
2. We will charge additional rent if you fail to vacate the property and return keys on the date listed above. If you can't drop the keys off by that date for some reason please contact the office for alternate means.