

NOTICE OF INTENTION TO VACATE

Property Address:

I/We hereby advise that I/we will be vacating the above property on the _____ day of _____ 20____.

REASON FOR VACATING THE PROPERTY:

We are aware that this notice must be given 28 days prior to the vacating date, failure to which we will be charged rent up until 28 days after receipt of this notice. We are also aware that this notice does not take effect until received by our real estate office and signed by all tenants. In the event of Lease break we are aware of the charges that we incur in accordance to Lease Agreement.

We are aware that rent will be charged up to and including the day we return all keys and remotes to the Managing Agents office before 5 pm. We are aware that failure to which we will incur additional rent at a daily rate.

I/we advise that I/we will hand over on the _____ day of _____ 20____ to your office all keys in our possession, including any keys that we may have duplicated.

We hereby give your office the permission under the Residential Tenancies Act to show prospective tenants the property during the final 14 days of the notice period. We agree to pay the rent up to and including the vacating date and to have the property completely vacated by the above date. We will have the property clean and tidy as per the cleaning guide for your inspection.

We are aware that our names will be recorded with the National Tenancy Database if we fail to leave the property in good repair or vacate with an outstanding debt to the agent or landlord.

Signature of Tenants(s):



Tenant 1 - Print Name:	Date:
Forwarding Address	
Mobile:	Work:
Tenant 2 - Print Name:	Date:
Forwarding Address	
Mobile:	Work:
Tenant 3 - Print Name:	Date:
Forwarding Address	
Mobile:	Work:
Tenant 4 - Print Name:	Date:
Forwarding Address	
Mobile:	Work:

