TENANT VACATING NOTICE

TO: _____ (Landlord Name)

FROM: _____(Tenant(s))

I do hereby give my forty-five (45) days written notice of my/our intent to vacate the address of

_____

effective (month/date) _____, 20____ .

REASON: _____

I give my permission to the Landlord or his Agent to show the above address to prospective Tenants.

Landlord shall give the Tenant one (1) days notice prior to entering said address.

_____ _____
Tenant Signature(s) Date

_____
Telephone

FORWARDING ADDRESS:

_____
Street Address

_____ _____ _____
City State Zip

_____
Forwarding Telephone

*This letter must be received at least (45) days prior to date of vacating premises. Furthermore, tenant acknowledges that the security deposit will be refunded within (30) days of vacating premises provided that the following has been completed: 1) all rent and late fees paid up to date 2) property given back to landlord in same condition as when originally rented** 3) keys, garage door openers have been returned back to landlord 4) all outstanding utilities on property, including water/sewer are paid up to date with no outstanding balances.

***Any damages to the property will be deducted from the security deposit per the Settlement Charges guide. Tenant is also responsible for paying any charges that exceed the deposit amount.*