

Vacate Notice

Date: _____/_____/_____.

Name: _____

Lease Holders Names _____

Rental Property Address: _____

Contact Details w) _____

m) _____

e) _____

Please confirm the date which you will be returning the keys to the premises, giving no less than fourteen (14) days notice at the end of a fixed term agreement and twenty-one (21) days notice once the fixed term agreement has ended.

Please note that should you be breaking your lease as per the tenancy agreement there will be either a 6 or 4 week break of lease fee is required to be paid prior to the final date of occupancy.

Vacating Date: _____

Forwarding Address: _____

Signature: _____ . Dated: _____

Signature: _____ . Dated: _____

Note:

The Onus is upon the Tenant to ensure delivery and receipt of this notice by the agent, so if you do not receive confirmation notice from your property manager within 48 hours, please contact our office to confirm.

Open for inspections will generally be held twice a week for a minimum of 20 minutes once your vacating notice has been received by the office.