

INTENT TO VACATE

I, _____ will vacate my
(Tenant Name)

apartment/house at _____ on
(Address & Building #)

_____, 20 _____.

I understand that I am bound by the rental agreement for the apartment at least 30 days following the date this notice is received by the Manager's office. Further, I understand that Homefinders will begin showing the apartment/house to prospective tenants during business hours, Monday to Friday, upon 24 hours written notification. I may request an initial inspection by contacting the Manager's office no less than fifteen (15) days prior to my vacate date. I understand a final inspection will be done after I vacate the apartment.

It is understood as follows:

- a. that a Thirty Day Notice of Intent to Vacate is required by Homefinders for month-to-month tenancies and by the Lease Agreement for fixed-term tenancies;
- b. for Residents on a fixed-term lease, a Thirty Day Notice of Intent to Vacate does not relinquish Resident from any obligation of the lease, including payment to the end of the lease term;
- c. Resident's possession of the apartment remains in effect until all belongings are removed and all keys returned;
- d. and except as provided by law, rent is due and payable up to and including the final date of possession, or thirty (30) days after service of this notice to Manager, whichever is later.
- e. Resident cannot use the security deposit as last month's rent. Rent is payable through the termination of the tenancy.

Date _____, 20 _____

Tenant's Signature: _____

Forwarding Address _____
(street) (city, state, zip)

The resident's reason(s) for terminating the Lease Agreement is as follows: *(optional)*

NOTICE OF RIGHT TO INITIAL INSPECTION:

I understand that I have the right to request an initial inspection of my unit and to be present during that inspection, which shall occur no earlier than two weeks before the termination of the tenancy and during normal business hours. I also understand that at this initial inspection, the Manager will provide an itemized statement specifying repairs or cleaning that are proposed to be the basis for the deductions from the security deposit. I understand, however, that this may not be the final accounting of deductions from my security deposit. I understand that no later than three weeks (21 days) after Manager has regained possession of the premises, Manager shall provide me with an itemized statement, indicating the basis for, and the amount of, any security deposit received and the disposition of the security and shall return any remaining portion of such security deposit to me within 45 days of vacating the premises.

For Office Use Only:

Received By: _____
(Office Staff Signature) (Date)