

Tenant Notice to Vacate

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| Date received by Agency: | |
| Tenant Name/s: | |
| Property Address: | |
| Mobile Number/s: | |
| Email address: | |
| Forwarding Address: | |

- I/we will be vacating *on* the expiry of our Lease, being __ / __ / _____
- I/we will be vacating on a date *after* the expiry of our Lease, being __ / __ / _____
(Includes periodic agreements)
- I/we wish to *Break Lease* and understand that rent must be maintained in advance until a new Tenant has been approved.
 I/we intend to leave on __ / __ / _____
 or
 I/we will be staying at the property until a new Tenant has been approved.
- I/we have received a *Final Rent Invoice* today and will ensure payment in full prior to the vacate date and will maintain rent in advance at all times by making regular payment toward this invoice.
- I/we are aware that if a pet has been allowed (or present) at the property it is NSW law that I must provide a receipt for both professional carpet cleaning and professional flea fumigation at the same time as returning the keys.
(Additional day/s rent may be charged if this has to be completed after your vacate date)

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|-------------|--|
| Signed: | |
| Print Name: | |
| Date: | |

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|-------------|--|
| Signed: | |
| Print Name: | |
| Date: | |