



NOTICE TO TERMINATE LEASE

Tenant: _____ Phone #: _____

Tenant: _____ Phone #: _____

Address: _____

Date Vacating the Property: (mm/dd/yy): _____

Are there any animals in the unit?: _____

What is your forwarding address? _____

We will not consider a notice to be **valid** unless this form is completely filled out

For leaseholders who are currently on a **month-to-month** basis or have completed their initial term, notices are due **by** the **first** of the **month**. Any notices received after the first of the month will not take effect until the first of the following month. If tenant(s) are moving out on a day other than the last day of the month and staying over into the next month, the tenant(s) will be responsible for the entire next month's rent. If unit is vacant and released prior to the first day of the following month, the previous tenant(s) will be reimbursed for the days that the unit is re-leased.

For leaseholders who are **breaking** their initial or existing **lease**, all tenant(s) are required to complete a release form in addition to this notice. Tenant(s) are still responsible for the unit (rent, utilities, etc.) until is re-leased.

Signature: _____ Date: _____

Signature: _____ Date: _____



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