

# TENANT 30-DAY WRITTEN NOTICE TO VACATE

TODAY'S DATE: \_\_\_\_\_

**TENANT:** (DO NOT complete this form until you are certain of your moving date. Your manager will be accepting applications from potential tenants for your apartment.)

REGARDING: Apartment \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_

**SECURITY DEPOSIT AMOUNT:** \$ \_\_\_\_\_

## NOTICE TO VACATE:

I/We hereby give a minimum required 30 days notice of my/our intent to vacate the above described premises. You have permission to show and relet my/our apartment, which I/we will vacate on or before: \_\_\_\_\_  
MOVE OUT DATE

## FORWARDING ADDRESS:

Your security deposit settlement will be processed within 21 days. If you do not provide a forwarding address, receipt of your security deposit settlement may be delayed.

Please mail my deposit refund, if any, to:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## REASON FOR LEAVING:

My reason for moving is: (1) \_\_\_ Bought a house; (2) \_\_\_ Moving in with a friend/relative; (3) \_\_\_ Moving closer to work;  
(4) \_\_\_ Cheaper rent; (5) \_\_\_ Unhappy with property/management;  
(6) \_\_\_ Other \_\_\_\_\_

If you are leaving because you are unhappy, please explain why: \_\_\_\_\_

Would you recommend our property to a friend or relative? \_\_\_\_\_  
Yes No

## All Persons on the Rental Agreement must sign below:

Print Name: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_