

NOTICE OF TERMINATION OF LEASE

Revised 06032012

Date sent: _____

I (we), _____, residents at _____ do hereby file a formal notice of intention to vacate said residence on the _____ day of month _____, 20____. I (we) understand that this notice to vacate commences with the date this form is received by the landlord and that the landlord of the residence retains the right to enter and show this residence to prospective renters during this period of time. According to and in compliance iwth the Lease Agreement, I (we) hereby agree to pay the termination payment of \$_____ plus \$100.00 above daily rental rate per day if possession or access to property is not terminated on agreed date and (pro-rated by per day basis) on or before the above move-out date if I (we) am (are) not fullfilling the lease terms.

Please give the reason for moving so we may better serve our other residents. Circle one of the following reasons:

- Job transfer
- Buying home
- Marital status change
- Family status change
- Financial
- School
- Others (please specify)

Items to be returned to the landlord shall include: condo/apartment entrance keys, (1)swimming pool/laundry room key, association rules and regulations booklet.,gate entry items, parking permits.

I have read the Lease Agreement and understand that security deposit will be returned via the U.S. Mail after the property is inspected and repairs/cleaning are performed after complete move-out of the tenant(s). Refer to section (V) of the Lease agreement.

Resident=s forwarding address: _____

All tenants sign _____ date _____

