

Tenant Vacating Form

Should you wish to vacate the property you are currently renting, please complete the following form. Remember you must provide **28 days** notice in writing.

Date: ____ / ____ / ____

Tenant name/s: _____

Hereby give **28 days'** notice that I/we intend to vacate the premises known as

Property Address: _____

My/Our Vacating Date: ____ / ____ / ____ I/We understand that I/We are liable to pay rent up to and including the day the keys are returned.

My/Our reason for vacating (optional): _____

My/Our Forwarding Address: _____

Mobile: _____ Email: _____

Tenant signature/s: _____

Breaking the lease: **Yes / No** (If yes, please read & sign the following)

I/We understand that I/We will be breaking my/our tenancy agreement prior to the expiry date and acknowledge that in accordance with the provision of the Act I/We are liable to reimburse the landlord for any costs incurred in connection with the cancellation of the lease.

1. Paying rent until such time as the property is re-let or at the expiry date of the lease, whichever occurs first.
2. Paying Investors Choice Property Management a lease break fee equivalent to 2 weeks rent + GST

Tenant signature/s: _____