

**Notice of Intention to Vacate**

Tenant/s Name \_\_\_\_\_

Property Address \_\_\_\_\_

Phone/s \_\_\_\_\_

Email/s \_\_\_\_\_

**Ending a Fixed Term Agreement - Vacate Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I/We hereby give notice of our intention to vacate the above property at the end of the fixed term being at least **14 days notice** in terms of the Residential Tenancy Agreement

**Ending a Continuing Agreement - Vacate Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I/We hereby give **21 days notice** of our intention to vacate the above property in accordance with the terms of the Residential Tenancy Agreement

**Breaking a fixed term lease - Vacate Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

I/we hereby give notice of our intention to vacate the above property. I acknowledge that there details are contained in the Residential Tenancy Agreement.

**I/We confirm that keys will be returned to Raine & Horne by 5pm on the above date.**

**I/We acknowledge that the Bond held is not to be used for rent payable.**

**I/we will/will not be present for the final inspection**

Tenant 1 Forwarding Address: \_\_\_\_\_

Tenant 2 Forwarding Address: \_\_\_\_\_

We agree to allow the Agent to conduct 'Open for Inspections' for prospective Tenant/s at the agreed times. I give permission for a staff member from Raine & Horne to use the office set of keys in the event that I/we will not be present.

Tenants Signature/s: \_\_\_\_\_

Tenant Name/s: \_\_\_\_\_

Date: \_\_\_\_\_

**Office Use Only**

Received By:

Date: