

Tenant Vacating Notice

Tenant(s): _____

Property: _____

I/We hereby give notice of my/our intention to vacate the above property on:

Under the terms of your lease you agreed to allow this agency to show this property to prospective tenants on a reasonable number of occasions with reasonable notice on each occasion. If you are not available for these inspections we will use the office key.

I/We understand that I/we am/are required to give _____ days notice, under the terms of my/our tenancy agreement.

My/Our reason for vacating is: _____

My/Our forwarding address will be: _____

I/We understand that you may want to show prospective tenants through the property. Access in this regard, can be arranged by contacting me/us on:

Work: _____ Home: _____

Mobile: _____ Email: _____

Signed: _____ Date: _____

Office Use Only

Date Notice Received _____ Inspection date & Time _____

Current Rent _____ Landlord advised _____

Recommended Rent _____ Check Advertising in Rest _____

Comments