

## NOTICE OF INTENTION TO BREAK TENANCY AGREEMENT

PROPERTY \_\_\_\_\_

This is to confirm that I/we, \_\_\_\_\_

hereby advise that I/we wish to break my/our tenancy agreement.

I/we understand that as we are breaking the lease agreement that we are responsible for a fee **equal to six weeks rent**, if in the first half of the lease agreement, or **four weeks rent** if in the last half of the lease agreement.

I/we would like to vacate the property on \_\_\_\_/\_\_\_\_/\_\_\_\_

I/we are aware that our tenancy agreement does not expire until the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

We authorise you to erect a To Let Sign (where applicable) and to show prospective tenants the property.

For Open-For-Inspection purposes, we nominate  Mon  Tue  Wed  Thu  Fri as being the most convenient day and would prefer inspections took place  in the morning or  in the afternoon.

We agree to pay the rent up to and including the vacating date and to have the property completely vacated by the above date. We will have the property clean and tidy as per the cleaning guide for your inspection.

We are aware that our names will be recorded with the Tenancy Information Centre of Australia if we fail to leave the property in good repair or vacate with an outstanding debt to the Agent or Lessor.

BSB: \_\_\_\_\_ ACCOUNT: \_\_\_\_\_

BANK NAME \_\_\_\_\_

SIGNED (Tenant 1): \_\_\_\_\_ Date: \_\_\_\_\_

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

Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

SIGNED (Tenant 2): \_\_\_\_\_ Date: \_\_\_\_\_

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

Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

REASON FOR VACATING THE PROPERTY: \_\_\_\_\_