

NOTICE OF TERMINATION

.....
The Manager,
Raine & Horne Orange,
206 Lords Place,
ORANGE N.S.W. 2800

Dear Sir,

RE:

I/We hereby wish to give weeks notice on the abovementioned property, vacating
on the

This letter also authorises Raine & Horne Orange to carry out the final inspection of the abovementioned property upon me/us vacating and all keys being returned to their office with all rentals paid to the vacating date or the date when all keys have been returned to their office, whichever the latter.

I/We acknowledge that I/We have the right to be present during the final inspection and Raine & Horne have advised me/us of this fact, however, should I/We be unable to attend the final inspection I/We authorise Raine & Horne Orange to complete the vacating inspection report in my/our absence.

Raine & Horne Orange are authorised to use their office key with respect to showing any prospective tenants the abovementioned property in my/our absence. **YES / NO**

I/We also acknowledge that the keys to the property will be returned to Raine & Horne prior to 10.00 am on the vacating day mentioned above, otherwise an additional days rental will be charged.

Yours faithfully,

.....

OFFICE USE ONLY

TO BE COMPLETED ON THE DAY THAT NOTICE IS GIVEN AND THE LANDLORD NOTIFIED BY BOTH TELEPHONE AND IN WRITING

RECEIVED BY: DATE:

LANDLORD NOTIFIED: Date: Initials:

LANDLORD'S INSTRUCTIONS:

CONFIRMATION LETTER IN WRITING SENT: Date:

Office Ref: Notice of Termination