

Notice of Intent to Vacate

Tenant(s) _____

Address: _____

I/We intend to vacate the above address on ____ / ____ / ____.

Reason for Leaving: _____

Forwarding Address: _____

I/We understand that Mid-Valley Property Management requires a (30) thirty day notice on all rental contracts and that rent will be charged for a full 30 days after the date this notice is received by Mid-Valley Property Management.

I/We understand that signing this form does not constitute a release or termination of my/our lease if still in effect. I/We are still responsible for our lease obligations (including but not limited to: rent, utilities, and damages).

I/We also understand that Mid-Valley Property Management is required to return the security deposit with a list of itemized deductions within (21) twenty-one days of the date the property was vacated, as long as proper notice was given and all keys were returned.

_____ I/We request a move out inspection. **I/We understand that all personal belongings will be removed and the keys will be returned at that time.**

Date ____ / ____ / ____ Time: _____ (one hour window please)

-OR-

_____ I/We do not wish to be present on the move out inspection.

Received By

Tenant Date

Title Date

Tenant Date