

30 Day Notice to Vacate

Tenant Name: _____

Rented Property
Address: _____

City: _____ State: _____ Zip: _____

Date you will vacate
the property: _____

Your Email Address: _____

Your New Mailing
Address: _____

Please be advised:

1. Notices must be turned in on or before the 1st day of the month you plan to vacate. If it is turned in after the first day of the month, it will be recorded as a notice to vacate on the 1st of the following month. For example, if you turn in a notice to vacate on June 6, it will be accepted as 30-day notice for the following month, July, and your move-out date would be recorded the end of July. In such a case, you would be responsible for July Rent.

No mid-month notices will be accepted for moveout dates in the same month, except for tenants vacating due to military orders (orders must be provided as proof for waiver).

2. A property is not considered vacant until all keys issued to you when you moved in have been returned to the management office. Please make sure that you return all keys on the day that you move out to avoid additional prorated rent charges.