



# NOTICE TO VACATE

Date: .....

I/WE: .....

HEREBY GIVE 28 DAYS NOTICE OF OUR INTENTION TO VACATE THE PREMISES KNOWN AS:

PROPERTY ADDRESS .....

.....

ON THE (VACATING DATE) .....

I AM BREAKING MY LEASE: YES [ ] NO [ ]

CONTACT NUMBERS: Business Hours: .....

After Hours: .....

Mobile: .....

FORWARDING ADDRESS:

.....

.....

REASON FOR VACATING: (USED FOR STATISTICAL PURPOSES ONLY)

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ACCESS ARRANGEMENTS FOR RE-LEASING:

USE OUR MASTER KEY: YES [ ] NO [ ] (IF NO, WHAT ARRANGEMENTS ARE SUITABLE)

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TENANT SIGNATURE/S: ..... DATE SIGNED: .....

..... DATE SIGNED: .....

