

NOTICE OF INTENTION TO VACATE

PREMISES: _____

GIVEN ON: _____ TENANT NAME: _____

TELEPHONE: (WK) _____ (H) _____

VACATING DATE: _____ LEASE EXPIRED: YES/NO

BREACHING LEASE: YES/NO If yes, I the above-mentioned tenant hereby agree to pay all rent up until a date that a new tenant is found to lease the property. I also agree to pay for all advertising and the agents letting fee.

DATE: _____ SIGNED: _____

DAYS & TIMES FOR ACCESS: _____

FORWARDING ADDRESS: _____

DECLARATION

- (A) I _____ hereby give _____ days notice of my intention to vacate the above-mentioned premises (in accordance with the tenancy agreement).
- (B) I acknowledge that all copies of all keys are to be handed to the office of Raine & Horne Burwood on or before the date listed above, otherwise I shall be liable for rent until such time that all keys are received by the agent. Failure to do so shall result in all locks to be changed at my expense, without further notice to myself.
- (C) I acknowledge the fact I must clean all of the house/unit throughout and leave it in a clean and good state of repair with special attention to the following:
- Lawns to be mowed, edges trimmed, gardens cleaned (if applicable)
 - Kitchen/bathroom to be cleaned including: stove & oven, bathroom tiles, shower & bath recess
 - Venetian blinds/curtains to be cleaned and in a good order and repair
 - Floors to be vacuumed and carpets steam cleaned
 - All garbage and rubbish to be removed

NOTE: Items not left in a clean and tidy condition will be deducted from bond after inspection by Raine & Horne Burwood without further notice to the tenants.

Date: _____

Signed: _____