

## Notice of Intention to Vacate the Property

Property: \_\_\_\_\_

As per our Tenancy Agreement I/we \_\_\_\_\_

hereby advise that I/we will be vacating the above property on the \_\_\_\_\_

Our Tenancy Agreement *has already expired / will expire* on \_\_\_\_\_

We are aware that **28 days notice** is required prior to the end of our tenancy agreement (this notice can be given up to and including the last day of the fixed term tenancy agreement). We are also aware that this notice does not take effect until received by Bells Real Estate and signed by all tenants.

We are aware that rent will be charged up to and including the day we return all keys and remotes to the office. We advise that on this day we will hand to your office all keys in our possession including any keys we have duplicated.

We authorize you to erect a "for lease" sign (where applicable) and to show prospective tenants the property. We agree to have the property completely vacated by the above date and will have the property clean and tidy as per the cleaning guide for your inspection.

Signed (Tenant 1) \_\_\_\_\_ Date: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signed (Tenant 2) \_\_\_\_\_ Date: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signed (Tenant 3) \_\_\_\_\_ Date: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Reason for Vacating the Property: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_