



Tenants Names.....

Property.....

Please accept this notification of my/our intention to vacate the premises on

.....

I understand that rent **MUST** be paid in advance, up to, and including, the proposed date of vacation. Bond monies are not to be applied towards rent monies due.

Please tick one box.

- I acknowledge that I am giving 14 days notice before the expiry of my current lease.
- I acknowledge my lease has expired and I am giving 21 days notice. I am obligated to pay rent covering the entire notice period, or until a lease is signed and operative, whichever is sooner.
- I acknowledge that I wish to break my lease and am obligated to pay rent until a new tenant has been approved and when the new lease commences.

I also understand that rent will be charged until all keys to the property have been returned to D & J Pearce Real Estate.

My forwarding address and contact telephone numbers will be:

Address:

.....Postcode:.....

Phone: (Business).....(Home).....

Reason for Vacating:.....

Signed:.....

Name (Print Name).....

Date:.....

Fax to (02) 6572 4535

OFFICE USE ONLY

Actioned by Property Manager: (print name).....

Date:...../...../.....