

Notice to Terminate Lease Agreement Using Military Orders

If you are a Service Member or spouse of a Service Member and need to terminate your lease due to PCS or orders to deploy, Liberty Management must be provided BOTH written notice of your intention to vacate and a copy of your orders.

Your termination becomes effective 30 days after the first date on which the next rental payment is due after termination notice is delivered. For example, if written notice and a copy of orders are provided to Liberty Management on August 15th, notice becomes effective on September 1st and rent is still due for the entire month of September. The lease would terminate on October 1st, no additional rent would be owed at that point.

Name(s): _____

Property Address: _____

This letter will serve as my /our 30 day written notice to vacate the above named property.

I have received permanent change of station orders.

I have received temporary duty orders for a period in excess of three (3) months.

What if I don't get my orders in time to put in my notice?

As long as ETS, PCS, or deployment orders are provided to Liberty Management prior to move out, it makes no difference to us if you had them in your hand when you put in your notice.

Some service members think they may terminate their lease if they get approved for on-base housing, while others feel they may terminate if they get chaptered out of the military for some type of negative action. This is absolutely false.

1. Put in their notice as outlined previously
2. Submit your ETS, PCS, or deployment orders on or before the day you vacate.
3. Pay through the date of your 30 day notice to vacate regardless if you actually leave early.
4. Return the keys to the house. Failing to do so means the possession of the home was never returned to Liberty Management, we will continue to bill you until we mark the unit as abandoned and are able to take possession of the property, at which point you will have left owing rent. This classifies the move out as a broken lease.

The date on which I / we will surrender the property and turn in keys will be: _____

My / our forwarding address where I / we would like the Security Deposit mailed to is:

Please provide us with any phone numbers that you would like to be contacted at to notify you of showings.

If we do not have your current phone numbers, you may not receive advance notice of any showings.

Any extension, even for as little as one day or withdrawal of your 30 day notice must be submitted in writing and approved in writing by Liberty Management or the owner of the property.

Tenant's Name _____ Cell Phone: _____
Home Phone: _____ Work Phone: _____

Tenant's Name _____ Cell Phone: _____
Home Phone: _____ Work Phone: _____

If you are paying your rent automatically online it is your responsibility to cancel the online rent payment service. (We are not able to cancel the online rent payment service for you.) If you should fail to do so Liberty Management will not be held responsible for any NSF Fees or bank fees. Also, it could take up to 10 days to refund any overpayment as we are not able to process any refunds until after the funds are actually in our bank account.

Tenant's Signature _____ Date: _____

Tenant's Signature _____ Date: _____

For Office Use

Date Received _____ Date Lease Expires _____

Liberty Management's representative signature

Date