



NOTICE OF INTENT TO VACATE

Tenant is required to send a written 60-day notice that they will not be renewing their lease to the Landlord.

J.B.J. Properties
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Germantown, WI 53022-4645
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Name(s): _____

Address: _____ Bldg _____ Apt _____

Daytime Phone: _____ Cell Phone: _____

Email Address: _____

Lease End Date: _____ Reason for Moving: _____

Move-Out Date: All tenants will out of the apartment **and** keys turned in by **8 AM** on _____

It is acknowledged that the undersigned tenant(s) **must vacate the apartment by 8:00 AM on the last day of the rental period.** No change in the move out date will be made without written approval by the Landlord. Landlord may lease the unit, commencing the day after the above move out date.

Select one of the following:

I/We are vacating at the end of our lease term.

I/We are exercising the Early Termination Option #1 as outlined below.
Landlord will attempt to re-rent Tenant's unit upon receipt of a written notice signed by all parties to the Lease of their intent to terminate their Lease as of a specific date. This does not release Tenant of their liability under the Lease until the unit has been successfully re-rented to a new Tenant approved by Landlord. Tenant will be responsible for a proportionate share of all advertising, showing and leasing fees incurred in attempting to re-rent their unit.
The \$200.00 Re-Rental Fee is due with the signing of this notice.

I/We are exercising the Early Termination Option #2 as outlined below.
Tenant's to pay a termination fee in an amount equal to three month's rent as consideration for early termination. This option would release Tenant of any further obligation under the Lease after their move-out date for rent and any utilities they were responsible for. Landlord is not required to mitigate damages in this option.
An Early Termination Addendum will be provided to Tenant by Landlord for signature. The Termination Fee will be due at time of signing the Addendum.

It is acknowledged that (1) If any tenant holds over and fails to move on the above move out date, tenant's security deposit may not be returned, and (2) Tenants are subject to all contractual and statutory remedies for violation of lease, including damages, attorney fees, late payment charges, rent liability for holdover rents, one month lease extension, and expenses incurred by the new tenant(s) such as travel, motel, restaurant, and future storage expenses.

Tenant(s) Signature (ALL TENANTS ON THE LEASE MUST SIGN):

_____ Date _____

_____ Date _____

Forwarding Address and Phone Number:

