NOTICE OF INTENTION TO VACATE

DATE: _____

ADDRESS: _____ APT#: _____

Dear Locators LTD:

You are hereby advised the undersigned, and all those residing at the same address will vacate the premises located at:

_____ on _____

The date given above is a definite vacating date. You are hereby authorized to show the premises to prospective tenants by appointment by calling (Phone #) _____
(If no number is inserted, we will use the key without an appointment.)

I understand that giving this notice does not relieve me of my liability that I have under my present lease. (If lease period is not fulfilled, tenant is responsible for expenses involved in renting the property. This includes advertising, finder's fee*, rent, utilities, and property maintenance of grass cutting and snow removal until the end of the lease or until a new tenant takes possession.) Note: during the winter months of November 1st thru March 31st, a 60 day notice is required as stated on your lease.

 I am an ACH Rent withdrawal. Please stop my ACH withdrawal as of (Date)_____

Sincerely,

_____   _____
Signature of Lessee   Print Name

FORWARDING ADDRESS:

_____

_____

_____

*Finder fee is a fee charged by Locators LTD for the process of showing and procuring a new tenant to relieve you of any future responsibility to said lease. Finder Fee not to equal more than 1 month's rent.
_____ Initials if ACH is checked. Please give copy of this form to Accounting