

NOTICE OF INTENT TO VACATE

Date: _____

Rental Address: _____

Resident Name(s): _____

This is to notify you of our intent to vacate the above referenced property as of _____, 20____.

As the Resident, we understand that to terminate a month-to-month tenancy, we must give twenty (20) days written notice prior to the end of the last complete month that we plan to reside in the property otherwise we are responsible for the next full month's rent, which is in accordance with the Washington State Landlord Tenant Act.

If on a lease, we are giving at least thirty (30) days written notice to vacate at the end of the lease term. We understand that early termination constitutes breaking the lease, which is discussed in paragraph 18 of the Lease Agreement. We understand that if we are vacating prior to the end of our lease term that we are responsible for the rent, utilities and yard care until the end of the lease term or the property is re-rented, whichever comes first. In addition we will be responsible for paying the break lease fee per the terms of the Lease Agreement.

If we have activated an online payment account, we will be responsible for discontinuing this service.

Per Paragraph 5 of the Lease Agreement:

After the Resident has vacated the premises, Resident shall provide Landlord with a single forwarding address to which the deposit accounting and any refund is to be sent. Any refund will be in a single check made payable to all individual Residents and they shall apportion any refund among themselves.

Resident will not be deemed to have vacated the unit unless and until the keys have actually been personally delivered to the Landlord's office...It is not sufficient for Resident to leave the keys in the residence. Rent will continue to accrue and be charged until Resident returns keys to Landlord.

Resident Signature _____ Date _____

Resident Signature _____ Date _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Forwarding Address: _____

Reason for moving: _____

Additional Comments: _____

Office use only:

Date Rec'd: _____ Lease exp date: _____

Owner Name: _____ MO Letter Sent