



10305 PROVIDENCE DRIVE  
JOHNSTON, IA 50131  
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WEB: WWW.HPDESMOINES.COM  
EMAIL: DSM@HAVERKAMP-PROPERTIES.COM

### 30 / 60 DAY NOTICE OF INTENT TO VACATE

Apartment Community: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Reason for Moving: \_\_\_\_\_

I/We do hereby give 30 / 60 day notice with intent to vacate the above property according to the Landlord-Tenant law and my lease agreement.

This terminates my month to month (30 days by 30 days) on: \_\_\_\_\_

This terminates my lease addendum (60 days by 60 days) on: \_\_\_\_\_

I/We choose to use the lease buyout option and vacate by the following date: \_\_\_\_\_

I/We choose to assign our lease and will vacate by the following date: \_\_\_\_\_

**\*If on a lease, it will terminate on \_\_\_\_\_ and that I/We are still obligated on this lease either until the lease end date or until keys are turned in (whichever comes last), an assignment of lease has been approved, or the lease termination option is executed. Notices ARE NOT pro-rated and will always end on the last day of the month 30 or 60 days after the date this notice is received.**

I/We understand that Haverkamp Properties will take possession of the unit on the day the unit is to be vacated and keys are turned in. Haverkamp Properties requests that a move-out inspection be scheduled with our office upon moving out of your apartment prior to your move-out date. If a move-out inspection is declined, the inspection will be completed at management's earliest convenience.

A 30 / 60 day notice cannot be cancelled if the unit has been re-rented. If the unit has not been re-rented, you may request a cancellation and must be submitted in writing. Haverkamp Properties has the right to refuse the request for cancellation.

Haverkamp Properties will return any security deposit(s) within **THIRTY (30) DAYS** after the last day of your lease or whenever keys are turned in, whichever comes last.

***We will be showing your apartment to prospective tenants until your date of move-out or until we have re-rented the unit. Iowa Landlord Tenant Law allows us to give a 24 hour notice to show your apartment. Please provide your current phone number so we may contact you for potential showings.***

Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Lessee

\_\_\_\_\_  
Lessee

\_\_\_\_\_  
Lessee

\_\_\_\_\_  
Lessee

Forwarding Address: \_\_\_\_\_

(If you don't give us a forwarding address we will send any future mailing to the address you are currently renting and assume you have put in a change of address with the US Postal Service)