Holland Properties, Inc

Notice to Vacate from Tenant

Date of Notice: _____Tenant(s) Name(s) _____

Rental Address: _____

As of the date of this notice, I (we), the tenants at the above address, give our notice **of at least 30 days** from above notice date to vacate the property, *with the last day* of occupancy on the date of _____. It is agreed that possession of the premises will be delivered, with the return of all keys (*and remotes*) to Holland Properties office or Management on that date.

Tenant(s) agree that failure to return all keys to Holland Properties will result in a daily rental rate fee that will be charged to vacating tenants and/or deducted from the security deposit during the final accounting process. If keys are not returned and a Locksmith is called to open the premises, the cost to do so will be taken from the security deposit.

All tenants agree to allow the unit to be shown to prospective renters during reasonable hours with a 24-hour notice of entry. A Holland Properties Representative will be present during the showings.

- I (we) am (are) in a lease until _____ and understand I (we) am (are) obligated to the terms and conditions of the lease as stated on the agreement signed (*copies available upon request*).
- I (we) understand I (we) will be receiving a follow-up letter from Holland Properties regarding my (our) notice, which will include all monies due before move, and move-out instructions.
- I (we) understand rent is due until the end of our notice.
- I (we) understand my (our) security deposit (if any) will be sent after vacating the property and within the 31 days required by law and made out to ALL tenants who signed the lease.
- I (we) understand that if I (we) fail to fulfill the terms of my (our) obligations, Holland Properties, Inc can/will submit information to collection agencies or credit reporting agencies.

Please Note **MAILBOX #** _____ MB Location→ _____

I (we) acknowledge statements above and give Holland Properties permission to provide references to other landlords for the purpose of renting.

_____	_____	_____	_____
Tenant	Date	Tenant	Date
_____	_____	_____	_____
Tenant	Date	Tenant	Date

Best Tenant Contact & Phone _____Reason for leaving_____

Forwarding address (if known): _____

IMPORTANT→ Contact Holland Properties ASAP if you would like to request to CHANGE the Move-Out Date

Holland Properties, Inc Notice accepted by: _____ on _____

Follow-up letter sent: _____

Holland Properties, Inc., 5293 NE Elam Young Pkwy, Suite 110 Hillsboro OR 97124
Phone 503-533-2121 * Fax: 503-846-0100 * Email: HollandProp@Frontier.com * HollandProp.com