

30 DAY NOTICE (TO MOVE-OUT)

PROPERTY ADDRESS: _____
CITY STATE ZIP

I _____ (tenant's name) is
submitting my 30 Day Notice to move-out of the above property address on
_____ (date).

My lease expires on _____.

FORWARDING ADDRESS

REASON FOR MOVE

CHECK ONE	REASONS FOR MOVE
<input type="checkbox"/>	Job Relocation
<input type="checkbox"/>	Need More Space
<input type="checkbox"/>	Better School District
<input type="checkbox"/>	Downsizing
<input type="checkbox"/>	Home Purchase
<input type="checkbox"/>	Other

Signature

Date

Signature

Date

TENANT MOVE OUT INSTRUCTIONS

All tenants are required to leave property in similar or better condition at time of move-out. To insure you receive your FULL refund of your security deposit, please adhere to the following:

PROPERTY CONDITIONING

- Remove all personal property from property.
- Clean property; including all appliances
- Have all carpets professional cleaned
- Cut, edge and trim lawn (clean flower beds)
- Check backyard, fences and doors for pet damages

GENERAL INSTRUCTIONS

- Turn in keys to management office after you completed property conditioning
- Provide forwarding address for the return of your security deposit
- Cancel Automatic Payment (if applicable) to avoid any additional charges to your checking account

SHOWINGS DURING LAST 30 DAYS

- Landlords reserve the right to show property during last 30 days of occupancy. We will attempt to notify you before each showing.
- Please restrain or kennel all pets for showing purposes.
- Denied showings will result in a \$55 per trip charge.

MOVE-OUT INSPECTIONS

- Management will not provide pre-move-out inspections
- Return keys and garage remotes to management office on or before scheduled move-out date.
- Tenant does not have to be present for move-out inspection

SECURITY DEPOSIT

Per Texas Property Code Section 92.103 landlords are required to refund security deposit on or before 30 days. All security deposit is refunded on the 30th day. Tenants who choose "Rapid Refund" of their security deposit will have their security deposit processed within 5 business days.

- Provide Forwarding Address
- Choose Refund Option

Security Deposit
RAPID REFUND

I, _____ here after referred to as tenant(s) agree to pay 15% of my total amount of my security deposit to have my security deposit processed within 5 business days.

PROPERTY ADDRESS: _____
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SUMMARY

- Rapid Refund - 5 Business Days
- Fee - 15% of actual deposit

DELIVERY OPTIONS

Pick-Up, Call me when ready for pick-up _____

US Mail, address provided below:

By signing below, you agree to 15% Rapid Refund fee of your total security deposit. In the event security deposit is not processed within 5 business days, outgoing tenant will not be charged 15%.

Signature

Date

Signature

Date