



CHARLOTTE RENTAL  
PROPERTIES

**Notice To Vacate**

Tenant's Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Address \_\_\_\_\_

I am hereby giving notice that I will be vacating and returning possession of my leased premises to the landlord on the following date:

\_\_\_\_\_, 20\_\_\_\_

**I understand that possession of the property is not relinquished until keys are turned into the office by the end of the month and that my rent obligations could continue after the end of the month if my keys are not turned into the office by then**

\_\_\_\_\_ I am on a month to month lease, and I am submitting this Notice either 7 or 30 days (depending on my lease agreement) **before** the last day of the month of my move-out and lease end date. I understand that I will remain obligated for the full amount of my rent, regardless of when my move-out actually occurs.

\_\_\_\_\_ I am giving notification that I am moving; however, **I am not able to give appropriate notice as specified in my lease agreement.** I am aware this is a violation of my lease and may affect the refund of my security deposit.

Reason for moving: \_\_\_\_\_

My new address is: \_\_\_\_\_

\_\_\_\_\_

Tenant Signature \_\_\_\_\_ Current Phone: \_\_\_\_\_

New Phone \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

(Charlotte Rental Properties, Inc. Employee)

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**NOTICE TO VACATE AND TRANSFER SECURITY DEPOSIT**

I, \_\_\_\_\_, agree to allow the landlord or his agents to turn over any balance of my security deposit in the amount of \$\_\_\_\_\_ to  
(Tenant)

\_\_\_\_\_, Who is my \_\_\_\_\_.  
(Recipient's Name) (Relationship To Tenant)

Tenant Signature \_\_\_\_\_ Current Telephone Number \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

(Charlotte Rental Properties, Inc. Employee)