



**30 Day Notice to Vacate**

**Address you are Vacating:** \_\_\_\_\_

**Tenants Name(s):** \_\_\_\_\_

**Current Date:** \_\_\_\_\_

**Date You are Vacating the Property:** \_\_\_\_\_

By signing this notice I (we) \_\_\_\_\_, \_\_\_\_\_ are hereby giving notice to vacate the property above within 30 days. I understand that this notice must have been given on or before the first of the month that I (we) are vacating the property. Notice given after the first of the month will not be recognized as a full 30 day notice until the following month.

I understand that in the event this notice is given prior to the end of my lease term that I (we) will be responsible for the early termination fee, rent until the home is re-leased, collection fees, utilities, and any fees associated with the property until the home is re-leased. I (we) understand that Quintessential Properties will put forth good faith effort to re-rent the property and pro-rate back any rental proceeds earned in the event the home re-rents prior to the end of my lease agreement.

If there are multiple roommates on the lease agreement that has expired and not all parties are giving notice or vacating, I (we) fully understand that I will NOT be receiving any portion of the deposit back if the other roommates decide to continue the lease agreement. If there are multiple roommates and the lease HAS NOT expired I (we) fully understand that I (we) will not be removed from the lease agreement until all parties are in agreement with my/our removal from the lease agreement. I (we) understand that if all parties are in agreement with an early removal from the lease the remaining parties staying on the lease must fully qualify for the lease on their own prior to any party being removed from the lease agreement. In addition there will be a \$50.00 fee to revise a lease agreement.

I (we) understand that when I (we) have fully vacated the property it is my/our responsibility to turn in all of the keys and garage remotes to Quintessential Properties. If I (we) fail to turn in my/our keys and garage remotes I (we) will be charged rent until we receive these items. If I (we) need to pro-rate less than 10 days into the next month I (we) understand that I (we) will be charged double the pro-rated rental rate per day until keys are turned in for property. All leases extended past 10 days will be considered an automatic withdraw of your 30 day notice.

If you choose to withdraw this notice you must do so on or before the end of this 30 day notice. If you withdraw this notice your rent will automatically increase by \$100.00 per month until a new lease is negotiated.

If you are on automatic withdraw for your rental payment it is your responsibility to cancel these transaction through our online payment software.

I (we) agree that I (we) have received the move out instructions attached to this notice.

**Please provide a forwarding address and contact information below (the address provided will be where your deposit is forwarded to):**

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

**Phone Number(s):** \_\_\_\_\_

**Tenants Signature:** \_\_\_\_\_ **Tenants Signature:** \_\_\_\_\_

For Office Use Only

Date Received: \_\_\_\_\_ Received By \_\_\_\_\_

Date Emailed to Owner: \_\_\_\_\_ Date entered on Inventory Sheet: \_\_\_\_\_