



# Notice of Intent to Vacate

Tenant Names: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

To Real Living – Home Realty Group:

I am required to give written notice of my intent to vacate my unit at least thirty days prior to the end of a monthly rental period. This letter shall serve as written notice of my intent to vacate the premises. I will be gone on or before date: \_\_\_\_\_.

I would like to schedule my Move Out Inspection for (date/time): \_\_\_\_\_. Must be scheduled before 2 pm, on or before the last day of the month (not to include weekends or holidays), per management.

Please send my security deposit refund to the address that appears below:

\_\_\_\_\_ (Address)

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip Code)

Sincerely,

\_\_\_\_\_ (Signature{s})

\_\_\_\_\_ (Print Name{s})

***In order to receive a full refund of security deposit tenant will be responsible for the following items.***

***Attached is the move out inspection checklist of items that will be checked. If you plan to attend the move out inspection, plan for a minimum of 2 hours for a thorough inspection.***

***Tenant is responsible for replacing any burned-out bulbs to include appliances, replace filters/vents to include appliance. If damage to a wall from hanging TV mounts tenant is responsible for repair and repainting the entire wall.***

***Tenant is responsible for cleaning the unit (preferably professionally) and having all carpets and floors professionally cleaned. A receipt must be provided. If no receipt it will be deducted from security deposit.***

***Tenant is responsible for utilities until the end of the month or after move out inspection whichever come last. If utilities are not on at time of inspection, tenant will be charged a \$300 fee.***

Thank you for allowing Real Living Home Realty Group to serve your rental needs. As always, it has been a pleasure working with you and best of luck in your new home!