

Tenant Intention to Vacate Form

Tenant/s: _____

Property Address: _____

I/We hereby give notice of my/our intention to vacate the above property on:

____ / ____ / ____ .

I/We understand that I/we am/are required to give days ____ notice, under the terms of my/our Residential Tenancy Agreement.

My/Our reason for vacating is: _____

My/Our forwarding address is: _____

I/we understand that cancellation of my rent payment method is my/our responsibility and any charges incurred as a result of incorrect cancellation of my rent payments will be my/our responsibility.

I/We give permission for Orange Property Management Plus to credit any rent paid past the vacate date to any outgoing costs incurred.

I/We hereby request Orange Property Management Plus arrange professional carpet cleaning on my behalf & agree for this expense to be deducted from the rental bond: Yes / No

I/We give permission for Orange Property Management Plus to release my/our tenancy details in the event of reference checks arising from any future tenancy applications.

I/We understand that you may want to show prospective tenants through the property.

Access in this regard, can be gained by (please tick):

Using the office set of keys OR Contacting me/us to arrange

Mobile: _____

Home: _____

Work: _____

Email: _____

Signed: _____

Date: ____ / ____ / ____