



**Notice to Terminate Lease**

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Unit Number(s): \_\_\_\_\_

Date of Expected Vacancy: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Lessee's Name: \_\_\_\_\_

As of the date of this notice, Lessee is submitting a written notice that unit number(s): \_\_\_\_\_ will be vacated by the date indicated above. Lessee agrees to leave the unit(s) empty, swept, and in as Good Order and Condition as when rented, in order to receive \$10.00 cleaning deposit(s). Lessee understands that the cleaning deposit(s) may be retained if unit(s) is left dirty, damaged, or if Lessee is in default of any obligation of payment or performance. If Lessee is vacating between the 1<sup>st</sup> and 10<sup>th</sup> of the month, then 10 days rent will become due and owing as of the 1<sup>st</sup> of the month. Vacating after the 10<sup>th</sup> requires a full month's rent.

Once Lessee's unit(s) is found unlocked and empty, it will be considered vacant and checked at that time for release of cleaning deposit(s). Deposit is refunded at rental office. Deposits not retrieved after 60 days will be forfeited.

This notice to terminate lease will become null and void if Lessee's lock is still secure on unit(s) on the date of expected vacancy.

Lessee's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_