



NOTICE OF INTENT TO VACATE

Property Name _____

Resident(s) (1) _____ (2) _____

(3) _____ (4) _____

Current Address _____ Apt. #: _____

Move Out Date _____ Apt. Size _____

Lease End Date _____ Carpet/Hardwood _____

Home Phone _____ Work Phone _____

Future Phone (if available) _____

Reason for Moving _____

Forwarding Address(es)

(1) _____ (2) _____ (3) _____ (4) _____

We will not mail any refund unless we have a forwarding address. If your intent to vacate constitutes a non-fulfillment of your lease, please discuss your options with the Property Manager.

I understand that the apartment must be left clean in compliance with Item 30 of the Lease Agreement. Additional charges will be assessed as per the Move-Out Cost Schedule provided with the "Acknowledgement of Notice to Vacate" letter for damages. Extra costs for extra painting charges, pet damages and excessive cleaning charges may also be assessed. I agree to pay all charges within fourteen (14) days of receipt of the Security Deposit Settlement Worksheet. Failure to do so will result in the account being sent to our Collection Agency.

I understand that if this move constitutes a nonfulfillment of my lease, in addition to damages, I will be held liable for utilities and rental costs until the end of my lease term. At the discretion of the Company, a Buy-Out Fee may be substituted for the continuation of rent. I also understand that all keys must be turned in to the office no later than 5:30 p.m. on the last day of occupancy or I will be charged one day of rent for each day the keys are not turned in. After three (3) days, a \$90 Lock Change Fee will be assessed.

The date given above is a definite move-out date. You are hereby authorized to show the premises to prospective clients during all office hours, including weekends and weeknights until 5:30 p.m., with a scheduled appointment. I understand that should the apartment be pre-leased, I must vacate the premises by the above stated move-out date. By not moving out, I agree to be held liable for any and all expenses incurred by the community for relocating the prospective client including, but not limited to, moving costs, storage, hotel expenses, food, lost rental income and move-in fees.

A single refund check made payable to all clients on the Lease will be mailed to Address #1 unless written instructions to do otherwise is given and signed by all residents.

_____ Resident	_____ Date	_____ Resident	_____ Date
_____ Resident	_____ Date		
_____ Resident	_____ Date	_____ Stewart Langley Properties	_____ Date