

NOTICE TO VACATE

To the Property Manager,

Re: Premises at:

I am giving you at least 28 days notice of my intention
to vacate the above premises on: / /

My forwarding address will be:

Phone: ()

Lease Break (if applicable)

I acknowledge and understand that if I am breaking my lease agreement,
I am responsible for the following costs:

- 1 Re-letting fee (calculated pro rata).
- 2 All advertising costs incurred from re-letting the property.
- 3 Rental until the property is re-let.

Keys

All sets of keys to the property will be returned to your office on or before the vacate date.

Signed:

Witness:

Signed:

Witness:

Dated: