



NOTICE TO VACATE

I/WE WILL BE VACATING APARTMENT # _____
ON _____, 20__ BY 12:00 NOON.

TODAY'S DATE IS AT LEAST 30 DAYS PRIOR TO THE
DEPARTURE DATE. IF IT IS NOT, I UNDERSTAND THAT I AM
RESPONSIBLE FOR PAYMENT OF THE RENT FOR 30 DAYS
FROM THE DATE OF THIS NOTICE.

EXTENSIONS BEYOND THE DATE AND TIME LISTED ABOVE
CAN ONLY BE APPROVED IF THE APARTMENT HAS NOT
BEEN PRE-LEASED. WE MAKE EVERY EFFORT TO
ACCOMMODATE YOUR EXTENSION REQUESTS.

FAILURE TO VACATE THE APARTMENT PRIOR TO NOON ON
THE DATE GIVEN WILL RESULT IN A \$250 PENALTY PER DAY.

FORWARDING ADDRESS: _____

SIGNATURE: _____

PRINTED NAME: _____

DATE: _____