

# Notice To Vacate

Today's Date	
Property Address	
Tenant/s Names	
Lease Expiry Date	
Vacate Date	
Vacate Reason	

## Current Contact Details

Name	
Work Phone no.	
Mobile no.	
Email Address	

## Bank Account Details (for overpaid rent)

Note: if you have a bond account with the rental bond board, we are unable to modify your account details.

Name of Account	
BSB	
Account Number	

## Please initial to acknowledge the following:

The final inspection will be conducted within a reasonable time frame and extra rent charged if keys are not received by the vacate date.

The tenant will view the final inspection guide on our website [fitzpatrick's.au](http://fitzpatrick's.au)

If the tenant would like to attend the final inspection, they must advise their tenancy manager of this request prior to the vacate date.

Rent will continue to be debited until vacant possession is given. The tenant can nominate any over-paid rental funds to be used for expenses rather than the bond.

The lease agreement states tenants are required to give reasonable access to prospective tenants. The leasing consultant will contact you to organise suitable times.

Signature/s: \_\_\_\_\_ Date: \_\_\_\_\_  
(all listed tenants need to sign)

Forwarding address: \_\_\_\_\_