

NOTICE TO VACATE

DATE: _____

I/WE _____

being the tenants of the property at _____

advise that we are giving 21 days notice of my/our intention to vacate
on _____.

Reason for leaving _____

I/We advise that you may show prospective tenants the property during the period by:

- Contacting me/us on the numbers below; or
- Use of the office keys for access if I/We are uncontactable.

Work: _____

Home: _____

Mobile: _____

FORWARDING _____

ADDRESS _____

SIGNED BY: _____

I/we wish our rental bond and/or any overpaid rent to be:

- refunded to the above address or bank acc
- claimed to cover any costs discussed
- transferred to a designated account

Bank: _____

Account name: _____

BSB: _____

A/C: _____