



NOTICE TO VACATE OR RE-NEW LEASE

Date of notice: _____

TENANT(S): _____

PREMISES: _____

LEASE EXPIRATION DATE: _____

RENT INCREASE: _____

NOTICE MUST BE GIVEN IN WRITING _____ DAYS
IN ADVANCE OF YOUR LEASE EXPIRATION DATE PER
YOUR LEASE.

Instructions:

1. Please indicate if you wish to re-new your lease, or if you intend to vacate by the expiration of your current lease by circling either "re-new" or "vacate".
2. Be sure to sign and date this notice.
3. Return this completed notice to your landlord or his agent by _____ so that we may process your request.

Please circle whether you wish to re-new or vacate

RE-NEW LEASE or VACATE

If re-newing the lease, please contact property management at 940-597-2935 to schedule a time to sign a lease renewal.

or

I intend to vacate the premises on _____, leaving the property in good condition as agreed in my lease, no later than the expiration of the term of our lease.

Tenant's signature

Date: _____

Tenant's signature

Date: _____

Tenant's signature

Date: _____

Tenant's signature

Date: _____

If you are intending to vacate, please fill out the following:

FORWARDING ADDRESS: _____

PHONE #: _____

If you are intending to vacate, you agree to the following terms: property management will be advertising and showing your unit as many days prior to the end of your lease as indicated on your lease contract. Unit must be in showable condition at this time.

Tenant initials