



## TENANT VACATING NOTICE

I/We acknowledge under the terms of the Residential Tenancy Agreement that the following notice is required when vacating:

**Current Tenancy Agreement:** 14 days notice must be given before the end of the fixed term of the Agreement otherwise the agreement becomes a continuing agreement.

**Continuing Agreement:** 21 days notice if you are a tenant in a continuing agreement.

\*\*\*\*PLEASE COMPLETE ALL SECTIONS\*\*\*\*

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Received By:** \_\_\_\_\_

**Tenant/s:** \_\_\_\_\_

**Rental Property:** \_\_\_\_\_

**Vacating Date:** \_\_\_\_\_ (Keys to be handed in by or on this date)

**Lease Expiry Date:** \_\_\_\_\_

**Forwarding Address:** \_\_\_\_\_

**Reason for Vacating:** \_\_\_\_\_

<b>Do you pay rent by:</b>	
<input type="checkbox"/>	Direct Debit
<input type="checkbox"/>	Bank Transaction
<input type="checkbox"/>	Other

I/We acknowledge that the rent is due and payable up to the vacating date in accordance with the Residential Tenancy Agreement. After the vacating date, **rent is also payable until all keys are returned to our office.**

***I/We acknowledge that the bond has been paid as a form of security for the landlord and cannot be used to pay rental arrears prior to vacating:***

**SIGNED:** (All lease holders to sign):

\_\_\_\_\_

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