



Tenant vacating form.

I/We hereby give our notice of my/our intention to vacate the following property:

Address: _____

Vacate Date by close of business: ____ / ____ / ____

I/We understand that I/We am/are required to give **14 DAY OR 21 DAYS** written notice, under the terms of my/our Tenancy Agreement. (In a lease 14 days out of a lease 21 days)

I/We understand that you are required to show prospective tenants through the property.

My/Our reason for vacating is: _____

My/Our forwarding address will be: _____

I/We would like assistance in finding another rental property through Century 21 Riverstone:
YES / NO

Signed: _____

Date: ____ / ____ / ____
Date: ____ / ____ / ____
Date: ____ / ____ / ____

Tenant (s)

Email to: kylieuncles@hometownpropertypartners.com.au or
brookesaliba@hometownpropertypartner.com.au

Drop into office address: 26 Garfield Rd East, Riverstone NSW 2765

OFFICE USE ONLY:

Date Noticed Received: ____ / ____ / ____	Agreement Expiry Date: ____ / ____ / ____
Landlord Advised: YES / NO Date: ____ / ____ / ____	Current Rent: \$ _____ Per Week
Console Input: ____ / ____ / ____	Rent Paid to: ____ / ____ / ____
Vacating Letter to tenant: ____ / ____ / ____	Vacating Letter to Landlord: ____ / ____ / ____
Re Advertised online: ____ / ____ / ____	Signboard Erected: ____ / ____ / ____