

Vacating Tenant – Notice Engage Property

Date _____(today)

Property being Vacated _____

Tenant _____

Lease Expiry Date _____

I hereby give the required _____ days notice to vacate the above mentioned property on the ____ / ____ / 20____. I acknowledge that I/we are responsible to pay the rent up until this date. I also declare that all outstanding rent and water usage accounts will be paid in full by the vacating date.

My/ Our new forwarding address is as listed below:

Bank details for refund of Bond

BSB: _____ ACC: _____

BANK: _____ ACCOUNT HOLDER NAME: _____

Signed (The Tenant)

Date

NB **14** days notice is to be given before the expiry of the lease **OR 21** days notice is to be given if the lease agreement has already expired.