NOTICE OF INTENT TO VACATE

I HEREBY GIVE NOTICE TO VACATE UNIT # ……

ON THIS DATE ……

I understand that I must leave the **unit completely empty, broom swept, and the door unlocked, or agree to pay the charges** for these services, to be deducted

from my deposit. At the time of termination, I will come to the office and

execute a Termination Agreement

…… ……

Tenant signature Date

…… ……

Manager Date

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