

# NOTICE TO VACATE

In accordance with our agreement to give at least 30-days written notice to vacate, NOTICE IS HEREBY GIVEN that RESIDENT(S) will vacate the premises located at \_\_\_\_\_ on or before \_\_\_\_\_, and agree RESIDENT(S) must pay through said notice, regardless of the original term of the lease.

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

It is understood that upon the termination of this lease, whether voluntary or involuntary, all personal property left within the premises will be deemed to have been abandoned, and OWNER will be deemed to have RESIDENT(S)'S permission to discard such personal property in any manner deemed appropriate by OWNER.

RESIDENT understands that a move-out inspection shall be coordinated with management upon vacating the dwelling. RESIDENT(S) understands that if he/she cannot be present on the scheduled date, a waiver of service must be signed.

**The information below must be provided before this agreement is returned.**

**Daytime Phone(s):** \_\_\_\_\_ **Evening Phone(s):** \_\_\_\_\_

**Email address(s):** \_\_\_\_\_

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

*By signing this Notice to Vacate the RESIDENT agrees to vacate the premises listed above, on or before the date listed above. RESIDENT understands that Ball Realty will consider the date listed above to be the final move out date, unless otherwise specified in writing and approved by Ball Realty Management.*

*RESIDENT also understands that all future correspondence will be sent using the contact information provided on this sheet.*

Resident \_\_\_\_\_ Date \_\_\_\_\_ Resident \_\_\_\_\_ Date \_\_\_\_\_

Resident \_\_\_\_\_ Date \_\_\_\_\_ Resident \_\_\_\_\_ Date \_\_\_\_\_

**This Notice to Vacate is not valid until all lease holders have acknowledged with signature and date.**

**FOR OFFICE USE ONLY** - AGENT: \_\_\_\_\_

Rcvd: \_\_\_\_\_ via \_\_\_\_\_

CONF. M/O: \_\_\_\_\_

CONF. C/T: \_\_\_\_\_