

GENERAL 28 DAY NOTICE OF TERMINATION

Date: ____ / ____ / ____

To the landlord: C/- Managing Agent Keith Williams Estate Agency Morwell

I/We _____
(Tenant Name/s)

of _____
(Property Address)

Hereby give the required 28 days notice to vacate on ____ / ____ / ____ .

Lease Expiry: ____ / ____ / ____ .

*Please Note: The final inspection **cannot** be carried out on weekends. A detailed letter will be sent to you confirming your intention to vacate, cleaning requirements for vacating and the date and time of the final inspection should you wish to attend.*

I/We are vacating for the following reason:

Forwarding Address: (must be completed)

Mobile: _____ Home: _____

Business: _____ Email: _____

I/We acknowledge that:

- I/We have read and completed all information as required
- I am/we are responsible to maintain the property and pay rent up to and including the end of the 28 days notice period.

Print name: _____ Signed: _____

Print name: _____ Signed: _____

Date : ____ / ____ / ____ Staff Member Accepting Form: _____

Office Use Only Landlord Advised by phone: ____ / ____ / ____

Current rent amount \$ _____ PW Back on rent list @ \$ _____ PW

Vacate date entered on REST: YES / NO Signed: _____

Date Letter sent to tenant: ____ / ____ / ____ Signed: _____

Date Letter sent to Landlord: ____ / ____ / ____ Signed: _____