

## 30 Day Written Notice to Vacate

(Mail to: Rent payment address or Fax to: 817-419-6818)

\_\_\_\_\_ (owner name)

Please accept my written 30 day notice to vacate for the property located at \_\_\_\_\_  
\_\_\_\_\_. My lease will expire or has already  
expired on \_\_\_\_\_.

My last day in the home will be \_\_\_\_\_, at which time I will contact (817)891-4202  
(Property Manager) once I am done moving and cleaning to return all keys and access devises  
and set up a walk through (optional) appointment.

I understand that my notice is required to be at least 30 days, and is required to end on the last  
day of a month to be a valid notice. (Notice delivered on Feb. 1 and ending on the last day of  
Feb. will be considered proper notice period, even though it is not a full 30 days). I will refer to  
my actual Lease agreement for a full description of notice requirements.

I understand that in order to qualify for a full deposit refund I must complete all applicable  
tasks on the Move out Instructions that were provided to me and must pay all balances on my  
account.

I understand that there will be an automatic minimum deduction of \$200.00 for a pet  
treatment if pets were present inside my home (even temporarily). Severe pet damages may  
increase this deduction.

I understand that failure to clean and/or damages to the home will result in additional charges  
being applied to my account and charged against my deposit. I agree to pay any balance due,  
not covered by my security deposit within 15 days of receiving a notice of that balance or the  
balance may be referred to an outside collections agency and may negatively affect my credit  
and/or rental history.

My forwarding address will be: \_\_\_\_\_

My Email address is: \_\_\_\_\_

My best contact number is: \_\_\_\_\_

Thank you,

\_\_\_\_\_ (Signed)

Lease Holder - Tenant