



Notice to Vacate

Date _____

I hereby give my written notice (refer to your lease for your specific notice period) to vacate the following listed property as required by my lease.

Name _____

Property Address _____

Lease Expiration Date _____

Proposed Move-Out Date _____

Contact Phone Number/Email Address

Once we receive your notice to vacate form, we will confirm that it has been received by providing you with move-out instructions. We will also include the rent amount due through your move-out date. If you do not receive this information, please call our office at 704-333-5300.

We will be placing the property on the rental market within a few business days of receiving this notice. We will be placing a supra lock on the property for showing purposes. This lock box is used by licensed Realtors ONLY, and not accessible to the general public. Please indicate any special showing instructions below regarding pets, alarms, time conflicts, etc. ShowingTime, a 3rd party showing service, will contact you directly with any showing request for any Realtor showings.

We appreciate your cooperation for any requested showings. You do have the right to approve or decline any showing request that may be presented through ShowingTime.

Special Showing Instructions:

Tenant Signature _____

Date _____