

# NOTICE TO VACATE ROOM



## General information

Today's Date:		Vacate date:	
Property address:			
Tenant name(s):			
Forwarding address:			
Mobile:		Email:	
I/We will be breaking our lease:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

## Reason for Vacating

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## Maintenance/issues to report

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## Inspections

As per the residential Tenancies Act 1997, prior to you vacating the premises we are entitled to show prospective tenants through the property. We will however ensure to contact you prior to any inspection being undertaken. We will also endeavour to arrange these inspections at a time that is convenient for you. Please note that a Fresh Property representative will always be present at these inspections.

## Notice

I/We, the tenants of the property listed above, hereby provide notice to Fresh Property Management Group of my/our intention to vacate on the date we have listed above which is a minimum of 28 days after the date I/we are giving this notice.

I/We understand that the Residential Tenancies Act articulates that a tenant is not allowed to pay rent with their bond money and until the keys are returned the rent is still required to be paid.

## Lease Break

I/We understand that I/we are required to pay the following costs as a result of breaking my/our lease:

1. Rent is continued to be paid until a new tenant moves in or my/our current lease expires (whichever occurs first)
2. Marketing and advertising campaign fee of \$290 including GST
3. A pro rata letting fee of 3 weeks rent including GST (Exact amount TBA once the new tenant is found)
4. Administration fee of \$250 including GST

Tenant 1 name:	Signature:	Date:
Tenant 2 name:	Signature:	Date:

## CONTACT US



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Find us @  
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Management Group