

30 DAY NOTICE TO VACATE LEASED PROPERTY
THIS IS A BINDING CONTRACT

TODAY'S DATE: MONTH _____ DAY _____ YEAR _____

Dear: Landlord

This letter is to inform you that I / WE will be vacating leased property at the address:

_____ **CONWAY, AR 72034**

On the date: MONTH _____ DAY _____ YEAR _____ **BY 11:59 P.M.**

I / WE understand that Landlord will re-lease said premises above immediately following the receipt of this letter. It is known that tenants will be completely moved out of leased property by 11:59 P.M. on date referenced above.

1. Tenant's Signature _____ DATE _____

2. Tenant's Signature _____ DATE _____

3. Tenant's Signature _____ DATE _____

* Landlord's Signature _____ DATE _____

1. FORWARDING ADDRESS: (PLEASE PRINT)

NAME _____

STREET _____ CITY _____

STATE _____ ZIP _____

2. FORWARDING ADDRESS: (PLEASE PRINT)

NAME _____

STREET _____ CITY _____

STATE _____ ZIP _____

3. FORWARDING ADDRESS: (PLEASE PRINT)

NAME _____

STREET _____ CITY _____

STATE _____ ZIP _____

MOVING CHECKLIST

- √ Forward your mail. You can pick up a mail forwarding kit at the post office or online at the post office's Website. Landlord is not responsible for tenant's mail.
- √ Schedule Utilities to be shut off the day you vacate apartment. If you move out over the weekend, please have the utilities shut off that Monday.
- √ Do not leave anything behind. Items will be stored at your expense.
- √ Clean Apartment.
- √ DON'T paint or patch / spackle holes in walls. Leave all Nails in the walls.
- √ Turn in all door & mailbox keys on the day the apartment is vacated. Please place keys in drop box at 2823 College Ave, #1 Office.
- √ Provide forwarding addresses of all parties on the lease when you turn in the keys.
- √ Do not leave large furniture / household items next to dumpsters. Please haul these off when you move. Conway sanitation will not pick these up and landlord will hold funds to cover the costs of moving these items from the deposit if this occurs.
- √ Make sure to be out on or before the day you are scheduled to move.
- √ I will provide you with notice prior to showing your apartment to prospective tenants. Door hanger or phone call.

If you move out earlier than anticipated, please notify us.