

# NOTICE OF INTENTION TO BREAK TENANCY AGREEMENT

PROPERTY: \_\_\_\_\_

This is to confirm that I/we \_\_\_\_\_ hereby advise you that I/we wish to break my/our tenancy agreement. Could you please list the property for rent and assist in locating a new suitable tenant. For this service I/we agree to pay all reasonable reletting costs, being advertising and a letting fee as expended by your office.

Lessor compensation fee \$ \_\_\_\_\_ + GST  
Maximum advertising expense \$ \_\_\_\_\_

I/we are able to vacate the property with \_\_\_\_\_ days notice.  
I/we would like to vacate the property on \_\_\_\_/\_\_\_\_/\_\_\_\_ (subject to a suitable tenant being secured)

I/we are aware that our tenancy agreement does not expire until the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_. I/we understand that we are responsible for all rental payments until another suitable tenant is found. I/we also understand that a new tenancy agreement has to be signed and be legally enforceable with the new incoming tenants for our intention to break the tenancy agreement to be granted.

I/we hereby authorise you to erect a "to let" sign (where applicable) and to show prospective tenants the property.

I/we agree to pay the rent up to and including the vacating date and to have the property completely vacated by the vacating date. I/we will have the property clean and tidy as per the cleaning guide for your inspection.

We are aware that if we vacate the property owing money in excess of the bond or if a tribunal order is made for a repeated breach or objectionable behaviour, our names will be recorded with TICA once the tenancy has ended.

We request a  REFUND OF RENTAL BOND  TRANSFER OF BOND to: \_\_\_\_\_  
Current Home Number: \_\_\_\_\_

SIGNED (Tenant 1): \_\_\_\_\_ Date: / /

Forwarding Address: \_\_\_\_\_

Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

SIGNED (Tenant 2): \_\_\_\_\_ Date: / /

Forwarding Address: \_\_\_\_\_

Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

SIGNED (Tenant 3): \_\_\_\_\_ Date: / /

Forwarding Address: \_\_\_\_\_

Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

REASON FOR BREAKING TENANCY AGREEMENT: \_\_\_\_\_