

# Ray White<sup>®</sup>

## UMINA BEACH

### Vacate Notice

I/We hereby give notice of my/our intention to vacate the below property:

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

on the following date: \_\_\_\_\_

I/We understand that I/we are required to give \_\_\_\_\_ days' notice, under the terms of the Residential Tenancy Agreement.

Reason for vacating is: \_\_\_\_\_

Forwarding address will be: \_\_\_\_\_

I/We would like assistance in finding another property. Yes/No (circle one)

I/We understand that you may want to show prospective tenants through the property. Please arrange access for this purpose by contacting me/us on:

Work: \_\_\_\_\_ Home: \_\_\_\_\_

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

Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Full Name

Date notice received: ____/____/____	RTA expiry date: _____
Landlord advised: ____/____/____	Current rent: _____
Computer input: ____/____/____	Rent paid to: _____
Pre-vacating letter to tenant: ____/____/____	Recommended new rent: \$ _____ pw
Pre-vacating inspection date: ____/____/____	Landlord advised: ____/____/____
Listing prepared: ____/____/____	Signboard erected: ____/____/____