

## NOTICE OF INTENTION TO VACATE

There are set ways, under the Act, of ending all tenancy agreements, including fixed-term and periodic agreements. Even if an agreement has a fixed end date, notice must be given to end the tenancy.

In **Victoria the notice period is 28 days** and in **NSW the notice period is 21 days**, however, if it is a fixed-term tenancy agreement, the end date on the notice cannot be before the end date of the agreement.

You are liable for the rent for the 28/21 day period.

I \_\_\_\_\_  
(Lessee'/s Name)

**Hereby give 28 days' notice (VIC) / 21 days' notice (NSW) of my intention to vacate:**

\_\_\_\_\_  
(Address of Rented Premises)

**Reason for vacating (eg: purchased home/relocating/financial/area):**

\_\_\_\_\_

I will be vacating the property on the \_\_\_\_ / \_\_\_\_ / \_\_\_\_ and returning the keys to the office by close of business that day.

**My/our forwarding address is:** \_\_\_\_\_

\_\_\_\_\_

**Bank Details for Bond Claim – BSB** \_\_\_\_\_ **ACC No** \_\_\_\_\_

**BANK** \_\_\_\_\_ **BRANCH LOCATION** \_\_\_\_\_

\_\_\_\_\_  
(Tenants Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Tenants Signature)

\_\_\_\_\_  
(Date)

**Note: The period of notice is determined from the date written notice is received in the office of Ray White Echuca.**

**Rent will be charged until all keys are returned to the office & the final inspection is satisfactory.** If you are required to return to the property due to unsatisfactory cleaning or damaged repair, you are liable for paying rent up to & including the day of re-inspection & keys are handed over.