

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

Address of Rental Unit:

\_\_\_\_\_  
\_\_\_\_\_

According to the terms of my lease requiring a 30 day notice for non-renewal, I am hereby giving my notice and I intend to vacate the premises on (date)\_\_\_\_\_.

I will clean the apartment, remove all my belongings and turn in my keys to the office no later than **July 31st** (I will label them and slip them through the office mail slot at 6060 Delmar Blvd. if it is after business hours).

As my lease states, I agree to leave on the electric and gas until July 31<sup>st</sup> (for those residents who pay their utilities). I understand that turning off the utilities before this date will result in a minimum \$250 charge to my security deposit.

I understand that I submit this notice by apartment \_\_\_\_\_ to be shown to respective tenants (appointments to view apartments are made Monday through Friday 10:00am to 4:30pm **without advance notice**).

I understand that my security deposit refund will be mailed via U.S.P.S. within (30) THIRTY days after my lease expiration date (not the date I move out).

Forwarding address (s) for the return of security deposit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name(s) (Print): \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_