



## NOTICE TO VACATE OR RE-NEW LEASE

Date of Notice: \_\_\_\_\_

TENANT(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

LEASE EXPIRATION DATE: \_\_\_\_\_

RENT INCREASE: \_\_\_\_\_

**Instructions:**

1. Please indicate if you wish to re-new your lease, or if you intend to vacate by the expiration of your current lease by circling either “re-new” or “vacate”.
2. If you plan to vacate, provide a forwarding address. Please review the Security Deposit Policy via your lease.
3. Be sure to sign and date this notice.
4. Return this completed notice to 4 Rent Properties.

**Please circle whether you wish to re-new or vacate**

**RE-NEW LEASE or VACATE**

Notice to Tenant(s), \_\_\_\_\_, I agree to re-new or lease for a term of \_\_\_\_\_ at the rate of \$ \_\_\_\_\_ beginning \_\_\_\_\_ and ending on \_\_\_\_\_.

I understand that the terms, rights and conditions in our original lease will still apply as agreed.

**Or**

I intend to vacate the premises on \_\_\_\_\_, leaving the property in good condition as agreed in m lease, no later than the expiration of the term of our lease.

Notice from TENANT to AGENT must be made by certified mail or hand delivered. All other conditions of the lease shall remain in effect. Failure to give 60 day notice by TENANT prior to the end of any month to month period will result in additional liability of TENANT for the following full monthly rental period. If TENANT fails to vacate after the initial term, or any successive consensual periods after termination, TENANT shall additional be held liable for hold-over (110%) rent.

\_\_\_\_\_  
Tenant's Signature

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

\_\_\_\_\_  
Tenant's Signature

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

Forwarding address: \_\_\_\_\_