

# Notice to Vacate



TENANT NAME

Name

ADDRESS OF PREMISES

Property Address Suburb

LANDLORDS NAME

Name

RTA COMMENCEMENT DATE

Date

RTA EXPIRY DATE

Date

WEEKLY RENT

Rent \$

RENT TO VACATE DATE

Date

NO GROUNDS

I/we hereby give written notice that I/we wish to terminate our Tenancy Agreement. As the Agreement is under the continuation clause, we hereby give a minimum of 21 days notice & will vacate possession by 11 am on \_\_\_\_\_.

END OF FIXED TERM

I/we hereby advise that we wish to give vacant possession of the premises on \_\_\_\_\_ Being the fixed term of the Agreement, which is a date no earlier than 14 days after the date of this notice.

BREAKING OF FIXED CON-

I/we hereby advise that due to \_\_\_\_\_ We are requesting that the landlord release us from our Tenancy Agreement. We understand that we are responsible for rent until a tenant is found & for the costs for advertising the property & the agents re-letting fee.

INSPECTION BY INTENDING TENANTS (please choose A or B)

**A:** You have permission to show prospective tenants through the property between the hours of 9-5 pm Monday to Friday and 9-12 pm Saturday. We do prefer that you phone first and leave your card if no one is home.  
**B:** I would prefer to be home to show people through myself so please phone me on;  
Home Phone: \_\_\_\_\_ Work/Mobile Phone \_\_\_\_\_

FINAL CONDITION REPORT

I will be present for the final condition report. I understand that keys will be handed over at this point.  
My appointment time for inspection is \_\_\_\_\_ on \_\_\_\_\_ (date).  
I acknowledge receipt of a copy of this vacating notice & cleaning requirement sheet. We understand that the property will be completely vacated, cleaned and ready for inspection by the appointed time.

SIGNED BY TENANTS

Signature Date

FORWARDING ADDRESS

Address Phone