

MEMO-Letter

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161216 -1004

Move-out Notice

Date: _____

Tenant(s) : _____

Address: _____ apt _____

Phone No. _____

e-mail address _____

The tenant(s) residing at the above address is/are giving notice of move-out for not later than, _____.* A brief reason for moving is _____.

Pets? Yes / No Dog / Cat

The forwarding address to which the security deposit should be mailed is:

Signature(s) _____

* In accordance with the Rental Agreement and House Rules, you must give written notice of move-out at least one calendar month prior to moving.
All move-out dates must be only month-end (the last day of the calendar month), or mid-month (the 15th day of the calendar month).