

MOVE-OUT INFORMATION



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

Please print legibly to ensure that there are no delays in receiving your security deposit report and refund, if applicable.

Tenant Name: \_\_\_\_\_

Moving out of: \_\_\_\_\_

Property Address

Unit #

Bedroom

City

State

Zip Code

Send my security deposit to: \_\_\_\_\_

Mailing Address

City

State

Zip Code

Is the power still ON?  Yes  No Shut-off date (7 days after lease end date): \_\_\_\_\_

Is the water still ON?  Yes  No Shut-off date (7 days after lease end date): \_\_\_\_\_

Keys: Front door  Yes  No Code \_\_\_\_\_ Bedroom  Yes  No Mail  Yes  No

**Surrender of Possession**

I hereby surrender possession of the above-mentioned property to APM Clemson effective today and deliver all keys and required documents to the office. I understand and agree that physical surrender of the Premises/Unit does not release me from the remaining financial obligation(s) incurred in conjunction with my Lease Agreement. Landlord shall take any action necessary to restore the Premises/Unit if I have not done so pursuant to the terms of my Lease Agreement. Landlord shall remove any remaining belongings at my expense. I understand that my Security Deposit Settlement will be mailed and postmarked within thirty (30) days after the lease end date, to the forwarding address I provided above. I understand that, per the SC Real Estate law, my Security Deposit Settlement **WILL BE** mailed to the last address on file if I fail to provide my forwarding address in writing.

Tenant Signature: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Date keys received in office: \_\_\_\_\_ Received by: \_\_\_\_\_

Front door key(s)

Bedroom door key(s)

Mail Key(s)

