

# Wainright Property Management, LLC

"Quality Living For A Quality Lifestyle"

3481-A South Evans Street • Greenville, N.C. 27834

252-756-6209  
FAX 252-756-0437

## NOTICE OF INTENT TO VACATE

Apartment: \_\_\_\_\_ Move Out Date \_\_\_\_\_

I am moving for the following reason(s): \_\_\_\_\_.

The date given above is a **definite vacating date** and I understand that you may show the apartment to prospective residents.

Should I wish to cancel or extend my notice to a later date, I will contact you immediately, either in person or with a written request to do so. If my apartment has been re-rented to a new resident, I understand that it will be impossible to grant such a request.

I understand that this notice does not relieve me of any liability that I have under my present lease agreement. I understand that I am responsible for any damages, rent, trash removal fines/fees and cleaning fees.

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

\_\_\_\_\_  
Forwarding Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_

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

\_\_\_\_\_  
Forwarding Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_

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

\_\_\_\_\_  
Forwarding Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_

### **RELEASE OF SECURITY DEPOSIT IS SUBJECT TO THE FOLLOWING:**

*All conditions of Rental Contract must be fulfilled *Provide a forwarding address *Remove all items from patio area and clean *Remove satellite dish and all wiring from patio/yard area *Place all debris, rubbish, and discards in proper dumpsters. All trash/furniture must be removed to landfill. Trash/furniture CANNOT be left inside apartment, on patio/balcony, on street or beside dumpster. A \$50 per day fine is charged for items improperly disposed of.	<b>DID YOU:</b> Submit change of address with Post Office? Cancel Utilities/Phone/Cable/Newspaper Services? Remove all food from refrigerator and clean? Leave ice bucket/trays in refrigerator? Leave stoppers in sinks? Leave broiler pan in oven?
<b>Tenant(s) will be charged a reasonable fee for rekeying locks if all keys are not returned at move-out. The charge is applicable for entry and mailbox keys.</b>	<b>Tenant(s) is/are responsible for rent for each day past the termination date that keys are not received in the office.</b>
<b>DO YOU USE SATELLITE CABLE NONE</b> Please circle one	Be careful when disconnecting washer/dryer. Make sure water is turned off completely at water valves. Notify office immediately and turn off water at main cut off if a pipe is broken during removal. To avoid damage to vinyl, do not drag appliances. Tenant is responsible for damage caused during appliance removal.
<b>DO YOU RENT A WASHER/DRYER SET FROM KEITH WAINRIGHT? YES NO</b>	<b>DO YOU HAVE A WASHER/DRYER SET INCLUDED IN YOUR RENT? YES NO</b>

REMARKS \_\_\_\_\_

RECEIVED BY \_\_\_\_\_ DATE \_\_\_\_\_

Sandra's Shared\Word Documents\Masters\Terminate

Revised 2/20/21

Visit us on the Web at [www.RentInGreenville.com](http://www.RentInGreenville.com)