



Keith Carty
PO Box 61
Jamul, CA 91935

Re: Move Out Instructions

Dear Tenants,

This packet has information for you to vacate the home you are now renting. You must notify us of your move-out date at least 30 days or, whatever your lease states in advance as required by your lease. Leases start on the 1st of the month. Therefore, your 30 day notice must start on the 1st of the month and will end at the end of the month. (Example: If you give notice on the 15th of March then the notice will be started as of April 1st.)

SECURITY DEPOSIT: In order to prevent any misunderstanding a security deposit can NEVER be used as the last month's rent. Regarding your refund, move out instructions and procedures are enclosed. You will need to provide us with a forwarding address in writing or email. Your refund of the Security Deposit will be sent within 45 days.

KEYS: All keys to the property need to be returned to us. We will not consider the property vacant until our office has received your keys. You are responsible for the rent through the end of your 30-day notice, unless the unit is rerented. Garage door openers should be left in a kitchen drawer. There is a \$40 fee if no keys are returned and a \$75 fee if garage door openers are not left at the property.

MOVE OUT INSPECTION: It is not necessary for you to be present during your move-out inspection. The inspection will be performed after you vacate the property and return the keys to our office.

THANKS & GOOD LUCK WITH YOUR MOVE!

Keith Carty
Elkwood Gardens, LLC