



**Notice of Intent to Vacate**

Date of Submission: \_\_\_\_\_

Premises Address: \_\_\_\_\_

Resident(s) Name(s): \_\_\_\_\_

Reason for Leaving: *Buying*                  *More space needed*                  *Downsizing*  
*(circle or specify)*  
  *Budget*                  *Maintenance Issues*                  *Management Issues*  
*Other (please specify)* \_\_\_\_\_

As resident of the above references premises, you are hereby notified that I/We have elected not to renew the lease of the premises and will vacate on or before the following date: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
  Month                  Day                  Year

- Accordingly, resident is further notified that:
1. If Resident vacated prior to the end of the current lease expiration date, Resident will be responsible for rent until the premises is occupied or until the lease expires, whichever comes first as well as all costs associated with the breach of the lease. These costs include advertising and re-leasing fees paid by the landlord
  2. All rent must be timely paid. The security deposit is not a substitute for the last months rent or any other month’s rent.
  3. Resident must vacate the premises on or before the end of the month specified above.
  4. If Resident does not vacate the premises on or before the end of the month specified above, the resident will be responsible for paying another Full month of rent.
  5. There are no provisions for daily tenancy contained in the lease and keys turned in any day past the final day of the month specified above, require the Resident to pay for another FULL MONTH of rent.
  6. All keys and other items related to the premises must be returned to RPG Management LLC immediately upon vacating the premises.

Signature of Resident(s):  
\_\_\_\_\_