

NOTICE OF INTENTION TO VACATE BY TENANT

Please complete all boxes

A. TENANT & PROPERTY DETAILS

TO: Lazogas Real Estate
OF: 16-18 Atherton Road, Oakleigh Vic 3166
PHONE: 03. 9564 0600
FAX: 03. 9564 0606
EMAIL: helpdesk@lazogas.com.au
AS: Managing Agents of the following property

I/we wish to advise that I/we (Tenants shown on Tenancy Agreement)

Mr Ms Miss Mrs. Other

Given name/s _____ Surname _____

Date of Birth _____ Driver's licence no. _____ Driver's licence state _____

Mr Ms Miss Mrs. Other

Given name/s _____ Surname _____

Date of Birth _____ Driver's licence no. _____ Driver's licence state _____

As Tenant/s of the property at

Postcode _____

Can be contacted (eg for arranging a final inspection) on

Home phone no. _____ Mobile phone no. _____

Work phone no. _____ Fax no. _____

Email address _____

hereby give 28 days (plus) notice from tomorrow's date that I/we intend to vacate the above mentioned property, in accordance with the Residential Tenancies Act 1997, on or before

Date _____

What date does the Tenancy Agreement expire?

Reason for leaving:

NOTES

If your lease has not expired by the above stated vacating date, you will be charged/liable for:

- Breaking Lease Fee equivalent to [2 weeks rent (plus GST if appl.)]
- Advertising costs (plus GST) associated with re-letting the property, and
- Rent until the property is re-let or until the lease expires, whichever is sooner. (As your security deposit is held with the RTBA, you are not able to regard it as rent.)

You are responsible for disconnecting your utilities (eg electricity, gas, phone) when you vacate.

**WHEN COMPLETE, PLEASE
EMAIL TO helpdesk@lazogas.com.au**

My/our forwarding contact details will be:

New address or postal address

Postcode _____

Home phone no. _____ Mobile phone no. _____

Work phone no. _____ Fax no. _____

Email address _____

B. DECLARATION

I/we have read and understand all of the above information and accept the costs and/or responsibilities associated with vacating the abovementioned property.

I/we authorize the agent to give information to all credit providers & parties requiring references. I/we understand this can include information about my credit worthiness, credit standing, credit history or credit capacity.

Signature/s _____ Date _____
X _____

Property manager's name
