

Storage Shed – Vacate Notice

Date: _____

Shed Number & Address: _____

Tenant/s Names: _____

Forwarding Address: _____

Contact Numbers: _____

Vacate Date: _____ (7 days notice must be given in writing)

Please refund my deposit via

BSB: _____ Account Number: _____

Account Name: _____

I hereby give seven (7) days formal notice to your office, as per my Standard Self Storage Agreement, that the shed I/we lease will be vacant as of the above date. If the shed agreement is in several names than the deposit will not be refunded unless all parties have signed this notice.

I understand that I am required to continue to pay rent up to the vacate date and if the rent is not paid in full then the amount will be deducted from the deposit.

All rubbish and personal belongings are to be removed and the shed to be cleaned.

Name of tenant/s

Date

Signature of tenant/s

Date

Office Use Only:	
Notice was received on _____	by _____
(Insert date)	(Name of staff)