

 **Tenant Vacating Notice**

Tenant(s):

Address:

I/we hereby give notice of my intention to vacate the above property on (no less than 28 days):

I/we understand that I/we are required to give 28 days’ notice under Section 235 of the Residential Tenancies Act 1997.

Please tick if applicable:

BREAK OF LEASE:

I/we understand that as the tenants of the above mentioned property that we are breaking our Tenancy Agreement (lease) and acknowledge that we are responsible to:

* Pay full rent and maintain the property until either a new tenant is found or until the lease we have entered into expires.
* Pay Your Sold Real Estate a letting fee equal to one weeks rent plus GST for leasing and administration fees.

Please sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I/we also understand that you will arrange inspections for prospective tenants to look through the property.

Mobile: Email:

Signature(s): Date:

Forwarding address:

**Office Use Only**

Date notice received: Lease Expiry:

Current Rent: Rent paid to:

Landlord advised: Rent owing to vacate:

New rent amount: Confirmation letter sent:

Re-advertised: Comments: