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NOTICE OF RESIDENT INTENT TO VACATE

To: AM/PM Property Management, Inc.

You are hereby given notice that the following listed Resident intends to terminate the tenancy and vacate the property, on the date specified below, which is no less than 30 days from the date this notice is received to the management office.

VACATING RESIDENT INFORMATION		
RESIDENT NAME		
CONTACT PHONE NUMBER	TYPE: <input type="checkbox"/> HOME <input type="checkbox"/> WORK <input type="checkbox"/> CELL	
PROPERTY INFORMATION		
PRESENT ADDRESS		APT./UNIT#
CITY	STATE	ZIP CODE
FINAL DATE OF OCCUPANCY		
DATE		

All residents will vacate the Property. (A Notice of Resident Intent to Vacate form will need to be completed for each Resident listed on the lease agreement.)

Partial move-out **(Please note that any new tenants will need to fill out an application submitted to our office. Processing and approval will need to be completed prior to new applicant's occupancy.)**

It is understood as follows:

- A. A Thirty Day Notice of Intent to Vacate is required by Section 1946 of California Civil Code for month-to-month tenancies and by the Lease Agreement for fixed-term tenancies;
- B. For Residents on a fixed-term lease, a Thirty Day Notice of Intent to Vacate does not relinquish Resident from any obligation of the lease, including payment to the end of the lease term;
- C. Resident's possession of the Property remains in effect until all belongings are removed and all keys returned; and
- D. Except as provided by law, rent is due and payable up to and including the final date of possession, or thirty (30) days after service of this notice to AM/PM Property Management, Inc., whichever is later. Rent is payable through the termination of the tenancy. A pro-rated amount will be provided (if applicable).
- E. Resident cannot use the security deposit as last month's rent.
- F. On a full move-out the security deposit will be refunded to all persons listed on the lease agreement in one check. It is advised on a partial move-out that a copy of this notice be given to any tenants that will be continuing occupancy at the Property.

REASON FOR TERMINATION		
FORWARDING ADDRESS		
FORWARDING ADDRESS		APT./UNIT#
CITY	STATE	ZIP CODE

Tenant understands the following:

1. Upon receipt and processing of Notice of Resident Intent to Vacate, AM/PM Property Management, Inc. will mail a letter stating acknowledgment of notice and inform tenant of the move-out procedure.
2. On Full Move-Out: The letter will contain the Notice of Right to Inspection Prior to Termination of Tenancy for Tenants to complete and submit to our office.

The undersigned certifies that the above is read and understood.

Resident Signature

Date

OFFICE USE ONLY:

Received By:

Date