

Stevens Realty & Relocation
103-A Kilmayne Drive, Cary, NC 27511
Office (919) 465-2202
Fax (919) 469-8627

**** Please complete 1 section & return this form to Stevens Realty stating your INTENTIONS****

Property Address: _____
Lease Expiration Date: _____

1.) RENEWAL: (this is NOT the actual Renewal/Extension document, that will follow)

I would like to renew my lease for a term of _____ months for the above referenced property.

Tenant Name: _____

Tenant Signature: _____ Date: _____

Tenant Name: _____

Tenant Signature: _____ Date: _____

Updated Contact information:

Phone Number: _____ Email: _____

Phone Number: _____ Email: _____

OR *****

2.) 60 DAY NOTICE TO VACATE:

**This letter serves as my written 60-day notice to vacate the above referenced property.

Anticipated Move-out date: _____

Tenant Name: _____

Tenant Signature: _____ Date: _____

Tenant Name: _____

Tenant Signature: _____ Date: _____

Forwarding

Address: _____

***Washer / Dryer, they are the property of the: OWNER or TENANT (please circle one)**

For Stevens Realty to remarket the property, please provide the following information:

Primary phone #: _____ Name: _____

2nd phone #: _____ Name: _____

Pet(s) in the home: No or Yes Special Instructions: _____

**Someone from Stevens Realty will be out following this notice to place a sign & lockbox at the property and to take interior pictures for marketing purposes. You will receive a call the day prior to the showing appointment to notify you of the appointment time.

Questions, please contact:

Julie Graves at Julie@Stevens-Realty.com or (919) 465-2202, x202