



VACATE NOTICE

Date: ____/____/____

To: Property Manager
Plasto and Company
124 Percy Street
WELLINGTON NSW 2820

Re: (address) _____

As per my/our tenancy agreement I/we will be vacating the above mentioned
property on (date & day) _____

I/we advise that we will on this day hand to you at your office ALL keys and remotes
in our possession, including any keys that may have been duplicated.

I/we hereby authorise you to show prospective tenants the property during the period
as specified in our tenancy agreement.

I/we agree to pay the rent up to and including the vacating date and to have the
property completely vacated by this date.

I/we agree to advise the property manager as promptly as possible if we wish to
extend or cancel the vacate date, as I/we are aware that other prospective tenant/s
may be organised to start a new lease for this property.

I/we will have the property clean and of the same standard (if not higher) as when we
moved into the property.

Yours faithfully,

(name and signature)

Forwarding address: _____

Phone: _____