

TO: EASTERN PROPERTY RENTALS
Suite 3 "Devereux Corner" 466 Greenhill Rd, Linden Park, 5065
P O Box 505, Glenside, 5065
Ph 8338 0200 Fax 8338 0199

TODAYS DATE/...../.....

I/WE

.....
(Tenant Name/s)

OF

.....
(Rented Address)

HEREBY ADVISE MY/OUR INTENTION TO VACATE THE ABOVE PROPERTY ON

...../...../.....
(Day) (Date)

I/WE CONFIRM THAT THIS MEANS THAT I/WE WILL BE BREAKING MY/OUR LEASE AND UNDERSTAND THE COSTS INVOLVED (Advertising/Letting Fee/Rent until property is re-let)

I/WE HEREBY GIVE EASTERN PROPERTY RENTALS PERMISSION TO USE THE SPARE KEYS TO SHOW PROSPECTIVE TENANTS THROUGH THE PROPERTY AND SUGGEST COMMENCEMENT OF ADVERTISING ON/...../..... (*)

MY/OUR FORWARDING ADDRESS FOR BOND REFUND IS AS FOLLOWS:-

.....
.....

PH..... PH.....

.....
SIGNATURE SIGNATURE

ANY SPECIAL INSTRUCTIONS

.....
...
.....
...

REASON FOR VACATING

CURRENT CONTACT TELEPHONE NUMBERS

* Note – we do not commence press advertising until two weeks prior to vacating date (maximum)