



## Vacate Notice

I/We hereby give our formal vacate notice and intend to have the property empty and keys returned to Brough & Taylor Real Estate on the \_\_/\_\_/\_\_.

I/We understand that there is no automatic right of re-entry to the property after I have given up possession by returning all keys to Brough & Taylor Real Estate.

Address of Rental Premises: \_\_\_\_\_

Tenant/s Names: \_\_\_\_\_

Tenants Signature/s: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

## Office Use

Lease Expiry Date: \_\_/\_\_/\_\_

Notice Period Valid: Yes/No

Rent Owing: \$\_\_\_\_.\_\_\_\_

Confirmation Sent to Tenant/s: Yes/No

Final Inspection Guide Sent to Tenant/s: Yes/No

