



Real Estate Brokerage Property Management

RESIDENTIAL OR COMMERCIAL
TENANT 30-DAY NOTICE TO VACATE

Date received in The Laurel Company office: _____
(Beginning of 30-day notice)

Received by: _____
(Laurel Co. employee must sign to make notice date valid)

Address of property: _____

City: _____ State: _____ Zip: _____

I/we will be vacating the property on: _____. I understand I am financially responsible for the rent through the date of the termination of the 30-day notice. If my lease term has not expired, I/we understand we will be responsible for the balance of the lease term or pay lease break fees and penalties.

Tenant(s) name(s): 1. _____ 2. _____
3. _____ 4. _____

It is understood that I/we am/are entitled to a walkthrough before I/we vacate the premises (and/or once I have vacated the property) with a representative of The Laurel Company.

I would _____ would not _____ like to make an appointment to do a walkthrough with a Laurel Company representative. I understand that if I schedule an appointment and do not show up for the appointment The Laurel Company's obligation to perform a walkthrough ends.

I also understand that it is my responsibility to call The Laurel Company to schedule a walkthrough and if I do not do so The Laurel Company's obligation to perform a walkthrough ends. Please call The Laurel Company to schedule a walkthrough.

Signed: _____

*This form can be filled in and printed for delivery (in person, by mail, or faxed) to The Laurel Company office. **The date received is the effective date.**