

15 DAY NOTICE TO VACATE

As a courtesy, please advise us by telephone (866-447-3644) approx. 30 days prior to your estimated vacate date.

In Time **MUST HAVE WRITTEN NOTICE.**

This will constitute my 15 day notice to vacate the premises at the following address:

_____ by NOON on the date listed below.

All tenants must give the landlord 15 days notice prior to leaving. You will be held to this date unless **further written notice** is given and approved by In Time. Please feel free to call and ask for any necessary extensions. We will try to accommodate you if possible.

Unit will be shown to prospective tenants once this notice is received. Please keep the unit in reasonable condition for showing. We will try to give notice 1 day in advance, but that is not always possible. **Be prepared for showing with 1 hour notice or more.**

You are liable for the rent for the full 15 days or any partial months rent whether or not you are actually living there. This amount is to be paid (not taken from your security). See paragraph 1 of your lease. We expect this to be mailed to us by the 1st of the new month.

Your Name: _____

Date of Notice: _____

Date Vacating: _____ (must be out by 12:00 NOON)

Address to Send Security Deposit Refund to:

Contact Number for you after vacating: _____

Signature of Tenant: _____

Please fax to 866-447-3644 or scan and e-mail to info@intimerei.com