

Notice To Terminate Tenancy Agreement

By Tenant

under the Residential Tenancies Act 2010

Please complete this form using a black pen in BLOCK LETTERS

To:
(name of agent)

I give you notice to give vacant possession of the premises at:

Address of premises
.....
.....Postcode.....

On: ___/___/___ (insert date on which tenant is to vacate premises)

This notice is being given on the following grounds:
(tick appropriate box to indicate the grounds/reason and complete details as required)

Termination of periodic tenancy: Termination notice must specify termination date that is not earlier than 21 days after the day on which the notice is given (Section 97)

End of fixed term tenancy: Any time before the end of the fixed term of the agreement that is to take effect on or after the end of the fixed term and not earlier than 14 days after the day on which the notice is given (Section 96)

SERVICE OF NOTICE (section 223)

Notice given by:

- Delivering it to the agent in person (Address: 13 Regent Street, Kogarah)
- Emailing it to the agent (Email :info@chasepropertygroup.com.au)
- Faxing it to the agent (Fax: 02 8567 5466)

..... / /
(signature of tenant) (date delivered/emailed)

Name of tenant.....

Contact phone number of tenant.....Bond No.....

Forwarding address of tenant.....

.....Postcode:

Account Details:

BSB:..... Account Number:Bank:.....

Account Name:.....

Tenant Checklist:

- I fully understand that I have to pay rent up to and including the day that I hand in the said keys. *Rent will be payable everyday up to the day the keys are handed in.*
- I undertake to leave the premises in a clean and habitable condition.

*****OFFICE USE ONLY*****

Date keys handed in: _____/_____/_____

Date tenant paid to: _____/_____/_____

Date of inspection: _____/_____/_____

Inspected by:

VACATING LETTER TO LANDLORD: _____

VACATING LETTER TO TENANT: _____

BOND DISTURBMENTS:

Rent owing: _____

Repairs: _____

Total: _____

BOND OWING:

To tenant: _____

To landlord: _____

Total: _____