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| **Termination Notice to Vacate** | | | | | | | |
| Property Address | |  | | | | | |
| Tenant Name | |  | | | | | |
| Vacate Date | |  | | | | | |
| **Ending a fixed term Tenancy Agreement** | | | | | | | |
| I/We hereby give Notice to vacate the above Property on the date entered allowing for 14 clear days Notice if delivering to the Agency by hand, or 18 clear days Notice if sending by Australia Post or on a date agreed to by both parties (i.e. break of Agreement) | | | | | | | |
| **Ending a Periodic Tenancy Agreement** | | | | | | | |
| I/We hereby give Notice to vacate the above Property on the date entered allowing for 21 days’ Notice if delivering to the Agency by hand, or 25 days’ Notice if sending by Australia Post or on a date agreed to by both parties (ie break of Agreement) | | | | | | | |
| **Keys and Rent** | | | | | | | |
| Keys and entry items will be returned to the Managing Agent before 5pm on the Vacate / Handover date. I/We understand rent is payable up to and including the day all key and entry items are returned or the date the Tenancy Agreement ends, whichever event occurs last, and the Bond is not to be used for rent. | | | | | | | |
| **Appointments to show property to prospective Tenants** | | | | | | | |
| I/We agree to the Agent entering the Premises with prospective Tenant/s to inspect the Property on these selected day/s and times, subject to the Agent first contacting me/us to confirm each inspection. | | | | | | | |
| **Days** | | | **Start Time** | | **End Time** | |
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| **Tenant Details** | | | | | | |
| Tenant Name | |  | | Mobile # | |  |
| Home Phone # | |  | | Work Phone #f | |  |
| Forwarding Address | |  | | | | |
| Signature | |  | | Date | |  |
| **Tenant Details** | | | | | | |
| Tenant Name | |  | | Mobile # | |  |
| Home Phone # | |  | | Work Phone #f | |  |
| Forwarding Address | |  | | | | |
| Signature | |  | | Date | |  |
| **Tenant Details** | | | | | | |
| Tenant Name | |  | | Mobile # | |  |
| Home Phone # | |  | | Work Phone #f | |  |
| Forwarding Address | |  | | | | |
| Signature | |  | | Date | |  |

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