



## Notice to Vacate

Date: \_\_\_\_\_

Current Monthly Rent: \$ \_\_\_\_\_

Resident Name: \_\_\_\_\_

Property Address \_\_\_\_\_

I/We hereby provide a 30-day notice to vacate the above property.

I/We will turn in the keys on or before \_\_\_\_\_ (date).

I/We are moving because: \_\_\_\_\_

My new address is: \_\_\_\_\_

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I understand that I have signed a vacate notice and have given 30-day notice that I will be moving out of my apartment. I authorize Lycoming Housing Finance, Inc. d.b.a. Lyco Property Management to sell, donate, or otherwise dispose of any items left in the apartment after the close of business on the above listed vacate date. I understand by giving this authorization, I am relinquishing all rights of ownership to any property left in the apartment, and agree not to seek replacement of, or monetary reimbursement for, any items disposed of by Lycoming Housing Finance, Inc. d.b.a. Lyco Property Management

I understand that Lycoming Housing Finance, Inc. d.b.a. Lyco Property Management will use my security deposit to:

- Pay the cost of any rent or charges owed by me at the termination of this lease;
- Reimburse the cost of repairing any intentional or negligent damages to the apartment caused by me, my household members, or my guests;
- Pay the costs for the replacement of the lock(s) if all assigned keys are not returned to the office when I move out.

Resident Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### For office use:

Move In Date	Transfer Dates ____/____/____	Last Date Rent Charged	LHFI possession date
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Request to extend move out date to: \_\_\_\_\_ Resident Initials \_\_\_\_\_

Property Manager: \_\_\_\_\_ Date: \_\_\_\_\_