

NOTICE OF INTENTION TO VACATE

NAME: _____ DATE: _____

ADDRESS: _____ APT #: _____

HOME PHONE: _____ WORK PHONE: _____

DO YOU HAVE A GARAGE?: _____ GARAGE NUMBER: _____

DO YOU HAVE A WASHER/DRYER?: YES NO FIREPLACE: YES NO

TO LUXURY TOWNHOUSE:

YOU ARE HEREBY ADVISED THAT THE UNDERSIGNED WILL VACATE THE ABOVE PREMISES ON

_____ FOR THE FOLLOWING REASON: _____
(VACATE DATE) (REASON FOR MOVING)

THE DATE GIVEN IS A DEFINITE VACATE DATE. I UNDERSTAND THAT THE GIVING OF THIS NOTICE

IS IS NOT IN BREACH OF MY LEASE AND DOES NOT RELIEVE ME OF ANY LIABILITY THAT I
(PLEASE CIRCLE)

MAY HAVE UNDER MY PRESENT LEASE.

I UNDERSTAND THAT EVERY RESIDENT ON MY LEASE MUST SIGN THIS FORM FOR IT TO BE VALID.

I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO HAVE A LTM AGENT WALK THROUGH MY APARTMENT WITH ME DIRECTLY PRIOR TO TURNING IN MY KEYS. IF I FAIL TO OBTAIN AN AGENT TO DO A WALK THROUGH, I AM AGREEING TO ANY DAMAGES THAT LUXURY TOWNHOUSE MAY ACCESS.

I ALSO UNDERSTAND THAT I WILL NEED TO **OBTAIN A RECEIPT** FROM A LTM AGENT FOR MY KEYS, GARAGE DOOR OPENERS, GATE CLICKERS, AND PHOTO ID'S WHEN I TURN THEM IN DURING OFFICE HOURS.

PLEASE FORWARD MY DEPOSIT TO:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

RESIDENT'S SIGNATURE _____ DATE _____

RESIDENT'S SIGNATURE _____ DATE _____

RESIDENT'S SIGNATURE _____ DATE _____

RECEIVED BY:
LTM AGENT

DATE
