

NOTICE TO VACATE REPORT – BREAK LEASE (Tenant vacating before expiry of Fixed Term – Break Lease)

Name: _____ Date: _____

Tenant(s): _____

Property: _____

I/We hereby give notice of my/our intention to vacate the above property on:

I/We understand that I/we am/are breaking my/our Residential Tenancy Agreement and acknowledge that I/we am/are responsible to:

- Pay rent until either a new tenant moves in to the property and starts paying rent or until the Agreement expires (whichever happens first).
- Pay M Estate Agents a letting fee equal to two week's rent for finding a suitable replacement tenant.
- Pay the costs of any advertising agreed to by me/us and M Estate Agents.
- The bond will not be released until all issues are finalised.

My/Our reason for vacating is: _____

My/Our forwarding address will be: _____

I/We understand that you may want to show prospective tenants through the property. Access in this regard, can be arranged by contacting me/us on:

Work: _____ Home: _____

Mobile: _____ Email: _____

Signed: _____ Date: _____

Tenant(s)

PLEASE NOTE THAT YOUR MOBILE NUMBER WILL BE DISPLAYED ON THE RENTAL GUIDE AS AN ADDITIONAL PORT OF CALL FOR PROSPECTIVE TENANTS. IF YOU DO NOT WISH FOR THIS TO OCCUR, PLEASE CONTACT OUR OFFICE IMMEDIATELY.