



Tenancy Termination Notice

This Notice is intended for the purpose of terminating the Rental Agreement on the property in the City of _____, County of _____, California, described as: Address: _____.

PLEASE TAKE NOTICE: I intend to vacate and deliver up possession of the above described premises in no less than **30** Days (see your rental agreement for required advanced notice of moving) . Possession will be delivered to MISSION PROPERTY GROUP on (date) _____. With this notice I understand there are items that need attention prior to vacating, some of which are itemized below:

HOUSE CLEAN-UP: In accordance with the rental agreement, you are to have the carpet professionally cleaned, and a receipt provided to MISSION PROPERTY GROUP, or the carpet will be professionally cleaned by MISSION PROPERTY GROUP with the cost deducted from the deposit. The premises are to be left clean and neat. Cleaning includes windows, window tracks, and screens.

YARD: If you have been responsible for yard maintenance, we will expect to find the lawn mowed, trimmed and green, weeds out of the flower beds, and clippings and other debris removed.

GARAGE/CARPORT: The garage or carport, driveway, patio or balcony will be clean and free of oil spots. Additionally, all trash and your personal property must be removed from the premises.

UTILITIES: Utilities are to remain on through your last day in the property. Utility services are required for your cleaning and the move-out inspection. Please notify MISSION PROPERTY GROUP when you have scheduled utilities to be turned off so that we may have service transferred to our name. We do not change gas service to our name so make certain that you have closed that account.

PETS (If Applicable): In accordance with the pet agreement, the carpets will be professionally cleaned and the residence will be professionally treated for fleas or sprayed for fleas by MISSION PROPERTY GROUP with the cost deducted from the your deposit.

KEY RETURN: The day you turn keys in to MISSION PROPERTY GROUP will be the date you surrender possession. You will be expected to return all of the keys you were issued when you moved in, plus any you have made or a charge must be made both for new keys and re-keying the locks.

RETURN OF DEPOSIT: When you have returned all keys, we will inspect the home; compare the condition with the Property Inspection Report made out when you moved in. If there were flaws or defects previously, you will not be held responsible for them when you leave. Any previously unreported damage may result in a deduction from your deposit refund. If you aren't sure whether something will pass inspection, please call us ahead of time; we would rather not have to charge you if we can avoid it. Within twenty-one days from move-out we will furnish you the itemized accounting of your deposit.

DATED this _____ day of _____, 20_____.

Resident

Resident

FORWARDING ADDRESS:
