



Minimum 30 Day Notice to Vacate

(If you are aware you are leaving more than 30 days before, you may submit this notice)

I, _____ do hereby give my 30 day notice to vacate on this _____ day of _____, 20____ for the property located at _____ . My final day at the property in which I will turn in keys to Jacksonville Realty Group, Inc. is _____ . I do understand I am responsible for rents through the end of this notice or the end of my lease. I also understand that I need to leave my power and water on for 5 days after I leave for any inspections and repairs. I also understand, per my lease agreement, I am to have my house cleaned to include drip pans replaced, air filters replaced, carpets professionally cleaned and chimney swept if applicable with paid receipt turned in with my keys. Otherwise, all of these expenses, along with any damage(s) caused to the property by myself or anyone who resided with me, will be deducted from my security deposit.

Also, please be advised that North Carolina law allows the landlord a 30 day time period in which they are to send your security deposit refund to you along with a statement of deductions or 60 days if an interim letter is provided that we cannot finalize damages. Please provide below your forwarding address so this may be sent to you.

Tenant Signature _____ Date

Forwarding Address: _____

Phone: _____

Please provide a phone number where the showings service can reach you. Failure to allow showings will cancel 30 day notice. An electronic keybox and sign will be placed on the property once this form is turned into the office.

_____ Tenant Checkout Letter	For Office Use Only	_____ CSS
_____ Owner Notification	_____ Update MLS	_____ Website
_____ Sign on Property	_____ Add to Active List	_____ AHRN
	_____ Keybox on Property	