

# New Home Real Estate

## NOTICE TO VACATE & MOVE OUT REQUIREMENTS

Tenant(s) Today's Date Requested Move Out Date

Address

I, the above listed Tenant(s), am notifying you that I am putting in my Notice to Vacate (NTV) on the date listed above. I understand that this NTV will not be deemed effective until the 1<sup>st</sup> day of the following month unless today is indeed the 1<sup>st</sup> of the current month. I understand that it is necessary for me to provide a 60-day notice if on a 12+ month lease or a 30-day notice if on a month to month lease. I'm also aware that if I will not be completing my full lease term that I will be charged a lease breakage fee equal to 2 months' rent that will need to be paid in full along with any outstanding balance before I'm released by the Owner, Property Manager or their Agents. I understand that by providing the Property Manager, Owner or their Agent's this NTV, I'm allowing them to market and show the property to prospective renters any reasonable time with proper notice. I know that the Property Manager will also schedule a pre move-out walk through to denote the condition of the home. As long as all damage in the home is from normal wear and tear, the move will be approved. If any other type of damage is found, I understand that I will have to pay out of pocket for those repairs per my lease and the costs of which will need to be paid in full before I am released.

X

X

☐ I must **extend** my NTV to: \_\_\_\_\_ and I am electing to do so as of: \_\_\_\_\_

☐ I must **cancel** my NTV effective on: \_\_\_\_\_ I would like to request the ability to stay for the remainder of my lease.

X

X

## Move Out Instructions

**UTILITIES:** All utilities must stay on until the agreed upon date of \_\_\_\_\_. If damage occurs to the property by result of your utilities being shut off prematurely, the full cost of repairs will be charged to you.

**PERSONAL ITEMS:** Residence must be free of all personal items inside and out as it was when you moved in.

**APPLIANCES:** All appliances in the home (refrigerator, stove, microwave, dishwasher, washer/dryer, furnace, A/C, window units, garbage disposal) need to be thoroughly cleaned and left in good repair.

**TRASH:** There should be no trash left anywhere on the premises for any reason.

**LIGHT BULBS/BATTERIES/FILTERS:** All light bulbs should be in working order in all light fixtures, oven and fridge. All batteries in smoke detectors, carbon monoxide detectors, thermostat garage door openers and doorbells should be fresh and in working order. All filters in the fridge and furnace should be freshly replaced.

**FLOORS:** All carpet must be shampooed by a professional company approved by NHRE and receipt must be provided. All hard flooring such as tile, laminate, vinyl or hardwoods must be fully swept and mopped clean.

**WINDOWS & DOORS:** All windows must be free of damage, cleaned on the inside and out and all locked. All window screens must be free of damage and dusted off. All interior and exterior doors at home must be free of damage. All entry access doors (front, rear, side, sliding basement, garage) to the property must be locked at move out and keys must be returned to Property Manager immediately at that time.

**BATHROOMS:** All shelving should be wiped down and free of product or debris. Toilets must be cleaned inside and out. Drains must be free flowing. All walls should be wiped down. Floors should be swept and mopped clean.

**KITCHEN:** All shelving and cabinets should be wiped down and free of product or debris. Counter tops, sinks, walls and fixtures should be wiped down and free of grease or debris.

**WALLS:** All interior walls should be wiped down and free of visible dirt or grime. All baseboards, trim and quarter round should be wiped down and free of visible dirt or grime. If any wall color has been painted an unauthorized color, you will be charged to have it repainted by a professional.

**EXTERIOR:** All cigarette/cigar butts must be disposed of. All pet debris and excrement must be disposed of.