

Notice to Vacate - 21 days



To Momentum Property:

Attention (Property Manager Name):

Office:

I/we (name),

of (address)

I/we hereby give you the required and minimum 21 days notice in writing to vacate the rental property

I/we understand I/we will pay rent to and including ____/____/____ as our final date at the property, with the below list completed and ready for a **final inspection on the same date**.

- ☐ The property will be cleaned and presented in a ready-to-let condition, consistent with the Property's Inventory and Condition Report.
- ☐ The carpets will be professionally steam-cleaned and dry **prior** to the final inspection, and a receipt **must** be provided at the final inspection.
- ☐ I/We will cancel all services in my/our name, including trash packs and other contracts, and ensure they are withdrawn from the property. ACT Government bins will be emptied and cleaned **before** the final inspection.
- ☐ I/We understand that Momentum Property does not carry out final inspections on weekends, public holidays, or outside **9am to 5pm**.
- ☐ I/We understand that access to the property may be required for the purpose of re-letting.
- ☐ I/We are happy to allow 15-minute exhibitions to being held in the final 21 days of our tenancy, on the following weekdays (please tick):
 - ☐ Monday
 - ☐ Tuesday
 - ☐ Wednesday
 - ☐ Thursday
 - ☐ Friday

Contact Details

I/we are available on the below contact number, and are contactable in the middle of relocation.

Mobile:

Email:

Forwarding Address:

Signature of all tenants on tenancy agreement

Signature:

Date:

Signature:

Date:

Office Use Only (By Property Manager)

Staff:

Date Received:

- ☐ Notified Landlord of tenant's intentions
- ☐ Final Inspection Cleaning Checklist sent
- ☐ Final Inspection and Ledger letter sent
- ☐ Rent paid to vacate date