

NOTICE OF INTENT TO VACATE

I.....
of.....
intend to vacate the above address on

My forwarding address is:

.....
.....

Please state the reason for vacating the property:

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.....

Rooming house tenants are required under the Residential Tenancies Act 1997(Vic) to give the Landlord a minimum of 2 days notice of intent to leave the property.

General tenants are required under the Residential Tenancies Act 1997(Vic) to give the Landlord a minimum of 28 days notice of intent to leave property.

Rent will be charged until keys to the property are returned to the Association. Your Tenancy Worker will arrange an inspection of your property before the keys are returned.

Signature: Date.....

If you believe you may be entitled to a rent refund, please provide your bank details:

Bank..... BSB.....Account No:

Please advise who currently supplies your electricity:

When you call them please ask them to do a meter reading. PPHA will then transfer the account in to our name. Thank you for your co-operation.

Date:

I
of

Hereby declare that I have vacated the above property on and give consent to Port Phillip Housing Association Ltd to dispose of any goods or property remaining in this accommodation.

Tenants Signature:

Landlords Signature:

.....

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Date:

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