



1221 Park Place NE - Suite C
Cedar Rapids, IA 52402
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NOTICE TO VACATE

This is my 30 notice I\we intend to terminate our tenancy and will be completely moved out of the property located at _____. We will have the unit ready and ALL keys turned in to Affinity Property Management no later than 5:00 pm on the date of _____.

We understand that if we "hold over" past the expiration date, we will be responsible for rent, utilities, and other possible penalties resulting from or creating an inconvenience to the landlord and new tenants. Rental Amount will be calculated at \$75.00 a day for everyday held over.

I\we understand that a 30-day written notice for non-renewal MUST be given prior to the expiration date of the lease. We understand that we are responsible for paying rent and utilities through the end of the notice period called for in the Rental Agreement or until another approved tenant moves in.

I/We understand that after we have met the terms of the Rental Agreement, the following will apply:

- Our deposit, minus any charges such as damages, cleaning, unpaid rent, unpaid late fees, unpaid utilities for which landlord could be held responsible, relocking in the case of unreturned or lost keys, etc, will be refunded within 30 days after we have moved out completely, returned our keys to the Landlord, and provided a written forwarding address. We understand that we should leave our dwelling in the same clean and undamaged condition as it was at the beginning of occupancy.
- The Landlord can complete the final inspection only after we have moved out completely and ALL keys have been turned in.
- In accordance with our Rental Agreement, we agree to allow the Landlord to show our dwelling to prospective Tenants at any and all reasonable times with a 24-hour notice provided.

Reasons for leaving: _____

Forwarding Address: _____

Phone: _____ **Email:** _____

Tenant Signature: _____ **Date:** _____

Tenant Signature: _____ **Date:** _____

Tenant Signature: _____ **Date:** _____

