

Details of Property to be Vacated

Date: _____

I/We: _____

Business Phone: _____ After hours Phone: _____

Property Address: _____

1. In accordance with the Residential Tenancies Act (1986) I hereby give at least 21 days notice to vacate the above premises. The date 21 days from today will be; _____ .
I/We understand that I/we am/are liable for rent to the above notice date.
2. I/We intend vacating the premises earlier on _____ .
I/We understand that should the property be re-let prior to the 21 day notice date in point 1 above, then I/we will only be asked to pay rent to the rent commencement date of the new tenancy.
3. We shall have the keys returned to Rentex Ltd by 12.00 noon on _____ . At this time the property will be left in the condition I/we want it to be inspected to assess my bond refund. I/We further understand there will be no opportunity for me/us to return to the property and all items left behind will be treated as rubbish.
4. I/I/We authorise Rentex Ltd to change the locks at my/our expense if I/we do not return the keys on time.

Forwarding Address: _____

New Phone Number: _____

Reason for Leaving: _____

Please Note:

1. I/We consent to the Landlord, or their agent, showing prospective tenants through the property at any reasonable time without further notice, prior to my/our moving out.
2. The below signed, if not the sole tenant of the property, warrants that they have the authority of all of the tenants of the property, to give this notice.
3. Any debt from unpaid monies at the end of the tenancy will result in registration of the tenants name with a Debt Collection Agency for recovery.

Signature of Tenant(s)**Please return form to:**

7 Anzac Street, Takapuna, North Shore City, Auckland

Telephone: +64 9 486-5820 Fax: +64 9 486-2281

Email: admin@rentexnz.com Web: www.rentexnz.com