

Move-out notice

Mail to:

Estes Properties, LLC
1750 Loy St.
Cornville, AZ 86325

or fax to: (928) 496-2018

Today's date: _____

According to the terms of my rental contract requiring a 30 day written notice, you are here by advised of my intent to vacate the rental property at _____ on or before _____.

I will be cleaning the apartment as to leave it in a good condition. Please contact me to set up an appointment for my move out inspection before I turn in my keys.

I will remove my personal belongings and turn in my keys on or before _____.

Please send me an invoice for the prorated amount that will be due on _____.

I would appreciate the return of my security deposit within thirty (30) days after I have vacated my apartment. The forwarding address for the return of my security deposit is:

If you have any questions, please contact me at ____ - ____ - ____.
Thank you for your courtesy and services during the period of my lease.
Sincerely,

Your Name _____

Your forwarding address _____
Street apt # State Zip

Your phone number _____

Note: for an easy to use move out check list go to:
http://www.estespropertiesonline.com/residential_tenants.htm