

# Notice to Move – Lease Form

**Date to Vacate Apartment:** \_\_\_\_\_

**Apartment Address/Unit #:** \_\_\_\_\_

I am giving my notice to vacate the premises. I understand I am entitled to a preliminary walk-through or initial inspection with the landlord two weeks prior to my move-out date. I understand that it is my responsibility to call the office at 822-4557 or 822-4688 to arrange a date and time if I wish to have this walk through done 2 weeks prior to my move-out date per California Civil Code Section 1950.5.

If I want to arrange a move-out inspection, I understand it is my responsibility to call for an inspection the day before my move-out date. At this point the premises will be cleaned and clear of any furniture and other personal items. I understand I cannot schedule the carpets to be professionally cleaned. Strombeck Properties will schedule the cleaning and will deduct the cost from your security deposit. A copy of the bill will be given to you along with your security deposit. I also understand I am not allowed to perform any wall patching and/or touch-up painting on the premises. At the time of the final walk through, **all keys will be forfeited and a forwarding address given to the landlord.** I also understand that my security deposit along with an itemized sheet listing any charges will be mailed to me within 21 days beginning the day **all** keys were turned in and the move-out inspection was completed. **If no forwarding address is given, your security deposit will be mailed to your old address. If the deposit refund is not delivered because no forwarding address is given or due to an incorrect address, a \$25 reissuing fee will be charged to stop payment and issue a new check.**

If I fail to schedule a move-out inspection on my move-out date and I place my keys in any Strombeck Properties drop box instead of giving them directly to the property manager, I will be held responsible for rent up until the date the keys are collected (Strombeck Properties Staff check drop boxes Monday, Wednesday and Friday mornings). I will also be responsible for any damages to the unit including painting and cleaning beyond normal wear and tear.

I will be responsible to pay rent up until the date of my lease expiration. Furthermore, I understand each day my keys are not in possession of Strombeck Properties that exceeds my lease expiration, I will be charged the applicable rent. I understand this notice is legally binding and if I fail to vacate the premises by my lease expiration, Strombeck Properties can and will institute legal proceedings for unlawful detainer against me to recover possession of said premises.

If my move-out date is prior to my lease expiration I understand I will be responsible to pay rent until the lease expires as noted on my contract. Strombeck Properties will advertise the above apartment and rent it out as quickly as possible. I will no longer be charged rent as of the day the new tenant(s) move in or the day of my lease expiration (whichever comes first).

Tenant Name(s):

_____ Print Name	_____ Signature	_____ Date
_____ Current Phone Number	_____ Forwarding Address (if known)	
.....		
_____ Print Name	_____ Signature	_____ Date
_____ Current Phone Number	_____ Forwarding Address (if known)	
.....		
_____ Print Name	_____ Signature	_____ Date
_____ Current Phone Number	_____ Forwarding Address (if known)	
.....		
_____ Print Name	_____ Signature	_____ Date
_____ Current Phone Number	_____ Forwarding Address (if known)	