

NOTICE OF INTENT TO VACATE

Today's Date: _____

Name(s): _____

Address: _____

Date to Vacate: _____ Reason for Leaving: _____

Forwarding Address: _____

Street

Apt #

City

State

Zip

Phone Number: _____

I understand my lease requires thirty (30) days written notice before the end of the rental period. If I give improper notice I may forfeit my deposit and/or be liable for rent loss during the next rental period if the unit remains vacant. I must turn in all keys to the unit to Cornerstone Real Estate Management, LLC. At (9 East Main Street, Zeeland, MI 49464) by 5 o'clock on the last day of the rental period. I understand that I am responsible for rent charges until all keys have been surrendered. I understand that my deposit or a list of charges against my deposit will be mailed to the forwarding address given above within Thirty (30) days after keys are surrendered or when the unit is re-rented, whichever comes first.

Cornerstone Real Estate Management, LLC will give residents 24 hours notice of intent to enter in order to show the unit to prospective applicants. Showings are done Monday through Friday 9am to 5pm. Please call the office at (616) 741-9600 to make special showing arrangements.

Tenant Signature

Tenant Signature