



Real Estate

Elders Real Estate Grafton
70 Pound Street
Grafton NSW 2460
PO Box 330, Grafton NSW 2460
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www.eldersgraffon.com.au

NOTICE TO VACATE

Today's Date: _____ Property Address: _____

Tenant/s name/s: _____

Mobile/s: _____ Home: _____ Work: _____

Forwarding address: _____

Bank Details for refund of bond: Bank _____ Branch _____

Acc Name _____ BSB _____ Acc _____

Fixed Term Expired: (21 days notice required) Date Vacating: _____

End of Lease Term: (14 days notice required) Date Vacating: _____

Break Lease: Date Vacating: _____

I/We understand I/We will still be responsible for the following:

- Payment of rent
- General cleaning and maintenance of the property and grounds
- All keys to the property must be returned on the day specified in this notice to Elders Real Estate at 70 Pound Street, Grafton – rent will be charged for each day keys are late.

I/We agree under the Residential Tenancy Act Clause 23.8 to allow the premises to be shown to prospective tenants on a reasonable number of occasions if the tenant is given reasonable notice on each occasion.

Tenant name: _____ Signature: _____

Tenant name: _____ Signature: _____

Tenant name: _____ Signature: _____

Property Manager: _____ Signature: _____

Should the above not be adhered to you risk being in default and added to TICA an Australian/New Zealand wide database used for lodging defaulting tenants which will make it unable for you to rent another rental property through a real estate agency. Please visit www.tica.com.au for more information. Please refer to dept fair trading website for confirmation of the above.

Office use

Has correct notice been given:

Owner's instructions for re-letting: _____

Update rental list as per I/I's instructions:

Arrange final inspection: _____

Process tenants bond: