



MONARCH PROPERTY MANAGEMENT

1240 East 100 South #10
St. George, UT 84790
435/628-3950 Phone 435/674-0240 Fax
www.monarchpm.com

Notice of Intention to Vacate

From: _____

Dated: _____ **Code Number:** _____

Please be advised that on _____ we intend to move from our residence at _____.

We understand that our Rental Agreement requires a 30 days notice before we move and that this is _____ days notice. We understand that we are responsible for paying rent through the end of the notice period as stated in our lease agreement.

I/We **have** completed the term of my/our lease

I/We **have not** completed the term of my/our lease

If this is a notice to break a lease, we understand a \$200 fee will be charged to my account and we will be responsible for rents until it is re-rented.

We understand that our move out accounting will be completed and sent out 30 days after we have completely moved out and returned our keys into management. If we have not provided a forwarding address within those 30 days, we understand the final accounting will be sent to the last known address.

Reasons for leaving:

Forwarding address:

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

For Office Use Only

Date Stamp:

Residential Coordinator