

TENANT VACATING NOTICE TO WALKOM REAL ESTATE

Walkom Real Estate
PO Box 1799
NEWCASTLE NSW 2300

Fax : 02 49292217

PROPERTY ADDRESS:

I / We (Insert Tenant Name)
hereby give ____ **DAYS** notice (see below for minimum notice period) of
my/our intention to vacate the above property on the following date _____.

I/We authorise Walkom Real Estate to accompany potential tenants while
inspecting the property in our absence if we are unable to be contacted.

Yes / No

My/Our forwarding address and phone number will be:

Forwarding Address	
Forwarding Phone Number	

.....
DATE

.....
SIGNED BY TENANT

IMPORTANT PLEASE READ BELOW

NOTICE PERIOD REQUIRED

Walkom Real Estate will confirm in writing to you when we receive any notice to vacate.

14 Days Notice: Can be given if your lease has not expired and your notice is given
at least 14 days prior to the date the lease expires.

21 Days Notice: Can be given if your lease has expired.

Leasebreak: It is agreed upon by signing this form that in the event of a lease break
situation the tenant authorises Walkom Real Estate to advertise the
property for lease and show prospective tenants through the property.
We acknowledging and agreeing to pay the following:
* Payment of rent until the property is relet or the lease expires.
* Payment of all advertising expenses incurred in reletting
* Payment of all reletting costs
* Payment of lease documentation fee.