

PO Box 774 Thuringowa Central 4817 Kirwan Office 07 47551800

Email: info@rentalmanagers.com.au www.rentalmanagers.com.au

FORM 8 - CL19

P.T.O. >

Office Use: Date received

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NOTICE OF INTENTION TO VACATE THE PROPERTY

PLEASE NOTE THAT YOU MUST ALSO COMPLETE AND SUBMIT THE RTA FORM 13 NOTICE OF INTENTION TO VACATE AND OUR MARKETING AND ADVERTISING TENANT APPROVAL NOTICE. Tenant Names: PROPERTY: As per our tenancy agreement I/we hereby advise that I/we will be vacating the above property by the day of _____ 20 ____ (midnight). Our tenancy agreement has already expired/will expire on the day of 20 We are aware that this notice must be given 14 days prior to vacating and if we fail to do this, rent will be charged up until 14 days after receipt of this notice. We are also aware that this notice does not take effect until received by our real estate office and signed by all tenants. We are aware that rent will be charged up to and including the day we return all keys and remotes to the office. We acknowledge that keys must be returned to the office on or before 9.30am the following day of the above vacating date or we will incur additional rent at a daily rate. I/we advise that I/we will on this day hand to your office all keys in our possession, including any keys that we may have duplicated. We authorise you to erect a To Let sign (where applicable) and to show prospective tenants the property during the final two weeks. We agree to pay the rent up to and including the vacating date and to have the property completely vacated by the above date. We will have the property clean and tidy as per the cleaning guide for your inspection. We are aware that if we vacate the property owing money in excess of the bond or if a tribunal order is made for a repeated breach or objectionable behaviour, our names will be recorded with TICA once the tenancy has ended. Current daytime number: SIGNED (Tenant 1):_____ Date: _____ Forwarding Address: Mobile: SIGNED (Tenant 2): Date: Forwarding Address:_____ Mobile: SIGNED (Tenant 3):______ Date: Forwarding Address:_____ ____ Mobile: _____

Revised Date: 22/06/09

REASON FOR VACATING THE PROPERTY:



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ADVERTISING & MARKETING NOTICE

This is a courtesy notice to let you know that it is our office's intention to minimise any disruption to you as a tenant during the process of re-letting the property. We understand that moving home can be a very stressful time and you can be assured that we are focused on respecting your rights to quiet enjoyment during the re-letting process.

However, as you can appreciate, it is our responsibility to the owner as the managing agent to find a new suitable tenant in the quickest possible time, and for this reason we would greatly appreciate your assistance to enable our office to achieve this.

In accordance with legislation requirements, we do require you to submit to our office the below *Marketing & Advertising Tenant Approval*.

MARKETING & ADVERTISING TENANT APPROVAL

Please submit this Notice with your Intention to Vacate Form

Tena	ant/s Names:							
Property Address:								
	nereby authorise or agree ase tick to indicate that you authorise and/or agree)							
	For your office to take photos of the property for marketing and advertising purposes and understand that this could include our personal furnishings, etc. For your office to accompany and show prospective tenants the property with the office's set of keys For your office to contact me/us prior to accompanying and showing prospective tenants the property with the office's set of key For your office to contact me/us and we will show prospective tenants the property For your office to contact me/us to discuss and arrange a prospective tenant showing For your office to conduct open houses (if required, please refer to our office for further details) For your office to consider the following proposed open house times (if required)							
issue agree	nentioned, it is our office's intention to work with you when organising prospective tenant inspections and will the necessary Form 9 – Entry Notice in accordance with legislation requirements prior to any inspection or as ed to by you.							
	ant/s Signature: Date:							

Revised Date: 22/06/09



authority

Internet: www.rta.qld.gov.au

Form 13 Notice of Intention to Leave

Residential Tenancies and Rooming Accommodation Act 2008

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Purpose of this form - this form is used when
the tenant/s are giving notice to the lessor that
they wish to vacate the premises.

Form completed by - the tenant/s and given to the lessor/agent. It may only be given in accordance with the Act.

A Notice of Intention to Leave for unremedied breach may only be given when the 7 day remedy period has elapsed.

If you receive this form as a lessor or agent it means that the tenants are giving you notice that they wish to vacate the premises. This may be for a number of grounds (reasons).

If you dispute the grounds (reasons) on which this notice was given you may first attempt to resolve it by contacting the party who gave the notice. If that fails you can access the RTA's Dispute Resolution Service by lodging a Dispute Resolution Request (Form 16) with the RTA,

Further assistance - please read the Information Statement you received at the start of the tenancy or visit the RTA website www.rta.qld.gov.au.

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	Name of tenant/s serving this notice				
	1,				
	2.				
	3.				
•	Name of lessor/agent to whom notice is being given				
3	Address of the rental premises				
	Postcode				
ļ	Is this notice being served with or without grounds (reasons)?				
	•				
	With grounds ☐ ▶ Go to 5				

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Tenant/s forw	arding :	address			
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Tenant 2 – signature					
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