Lotus Property Services, Inc.

4157 E. Live Oak Ave.
Arcadia, CA 91006
Office. 626.582.8001 Fax: 626.582.8005

Notice of Intent to Vacate

Date of this Notice: _____ Property Name _____

Resident Name(s): _____

Resident Name(s): _____

Address: _____ Unit #: _____

City: _____, County: _____, California.

I do hereby give notice of my intent to vacate the above mentioned premises on or before _____. My Rental Agreement or Lease, dated _____ expires on the _____ of _____, 20 ___. Please consider this my 30day notice to vacate said premises.

I understand that my Security Deposit cannot be applied towards last months rent still due and that I am responsible for paying rent on the due date through the expiration of the lease.

This notice will be considered void and will be of no force or effect past the expiration date, on which I intend to vacate.

My Forwarding Address will be:

Address: _____ Unit #: _____

City: _____, State: _____ Zip: _____

My reason for leaving: _____

_____

_____

"As required by law, you are hereby notified that a negative credit report reflecting on your credit report may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations"

THIS NOTICE TO VACATE HAS BEEN RECEIVED AND IS ACKNOWLEDGED BY:

_____ _____

Tenant Signature Date given to mgmt Agent for Owner Date Received

It is the tenants' responsibility to give proper notice to vacate to management, 30 days prior to the date requesting move-out. Please be sure to get a copy of this form signed by management stating the date management received this form as it is a way to ensure that management has received your notice. We DO NOT suggest mailing this form as it may get lost in the mail or received late, give this form to our office in person and get a copy for your records.