

# NOTICE OF INTENT TO VACATE

LANDLORDS OF IOWA, INC.

Date \_\_\_\_\_

To Landlord: \_\_\_\_\_

Pertaining to unit located at \_\_\_\_\_ with a current Rental written or unwritten lease expiration date of \_\_\_\_\_.

This is my \_\_\_30 \_\_\_60 days' notice I/we intend to terminate our tenancy and will be completely moved out with the unit ready for final inspection by no later than 5:00 p.m. on the date of \_\_\_\_\_. [If later than 5:00 p.m., tenant must make special arrangements with landlord.] We understand that if we "hold over" past the expiration date, we will be responsible for rent, utilities, and other possible penalties resulting from our creating an inconvenience to the landlord and new tenants.

I/we understand that a 30 or 60 days' written notice for nonrenewal must be given prior to the expiration date of the lease. We understand that we are responsible for paying rent and utilities through the end of the notice period called for in the Rental Agreement or until another approved tenant moves in.

We understand that after we have met the terms of the Rental Agreement, the following will apply:

1. Our deposit [minus any charges such as: damages, cleaning, unpaid rent, unpaid late fees, unpaid utilities for which landlord could be held responsible, relocking in the case of unreturned or lost keys, etc] will be refunded within 30 days after we have moved out completely, returned our keys to the Landlord, and provided a written forwarding address. We understand that we should leave our dwelling in the same clean and undamaged condition as it was at the beginning of occupancy and for this we will follow the guide "How to Clean...".
2. In the case of a broken lease, we understand that we will be responsible for all items listed above and also:
  - a. a service fee for breaking the lease in the amount of \$ \_\_\_\_\_
  - b. rental expenses such as:
    - (1) newspaper advertising
    - (2) rent and utilities for the period of the remainder of the lease or until the unit is rented whichever comes first
3. The Landlord can complete the final inspection only after we have moved out completely.

Reasons for leaving: \_\_\_\_\_

Forwarding address: \_\_\_\_\_

In accordance with our Rental Agreement, we agree to allow the Landlord to show our dwelling to prospective Tenants at any and all reasonable times.

Tenant \_\_\_\_\_ Date \_\_\_\_\_

Tenant \_\_\_\_\_ Date \_\_\_\_\_