

F & W Properties, INC.
854 E. Broad Street
Columbus, Ohio 43205
(614) 224-6663

NOTICE OF INTENT TO VACATE

DATE: _____

TO: F & W Properties, INC.

FROM: _____

PHONE: _____

Please accept this notice as my intention to vacate the above referenced property on _____.
I understand that the Rental Agreement calls for a 30-day notice, on or before the 1st of the month that I plan to vacate.
I am responsible for paying rent through the end of the notice period specified in the Rental Agreement or until another management approved tenant takes possession, whichever comes first.

If I choose to rescind my notice prior to my last day of occupancy, I may request *consideration* for a cancellation of this notice from management.

I understand my statement of account and deposit will be sent to my forwarding address no later than 30 days after I have returned the keys to the office and have surrendered possession.

REASON FOR LEAVING: _____

FORWARDING ADDRESS: _____

In accordance with the Rental Agreement, I agree to allow F&W to show my unit to prospective a tenant with proper notice.

Signature Date