



**BYRON BEACH**  
R E A L T Y

*Sales  
Holidays  
Rentals*

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**VACATING NOTICE**

Date: \_\_\_\_\_

I/We \_\_\_\_\_ give Byron Beach Realty, the following notice to

Vacate property address: \_\_\_\_\_

[ ] **21 Days Notice (being after the expiration of my Tenancy Agreement) to**      / /  
[ ] **14 Days Notice (being the last 14 days of my Tenancy Agreement) to**      / /  
[ ] **Notice to break my Tenancy Agreement (see below for charges) by**      / /

1. I/We understand that if I/we vacate BEFORE the notice expires, I/we will be responsible for all rental up until the expiry date OR up until the day prior to the new tenant taking occupancy, whichever applies first.

2. I/We agree to:-

- a. Leave the premises in a clean and tidy state, paying particular attention to bathroom/s, kitchen, including stove top, oven & grill, windows, screens and also cobwebs.
- b. Have the carpets professionally cleaned just prior to vacating if needed.
- c. Ensure Lawns, including edges, & gardens are left in a neat and tidy manner.
- d. Return keys to our office **no later than close of business** on vacating date      / /
- e. Pay balance of rent due, prior to vacating, being \$\_\_\_\_\_.

3. I/We will allow inspections with prospective Tenants between the hours of 10am to 4pm, should I/we not be home, the Agent is authorised to enter the premises with the prospective Tenant using the spare key.

4. My forwarding address and phone number (for return of bond / forwarding of mail) is: \_\_\_\_\_  
\_\_\_\_\_ PH \_\_\_\_\_

My Bank Account Details are (FOR MY BOND REFUND) BSB \_ \_ \_ - \_ \_ \_ ACCOUNT NUMBER \_\_\_\_\_

ACCOUNT NAME: \_\_\_\_\_

5. Have there been any animals staying at the premises where you rented? YES / NO

6. PRIOR to the bond being refunded, we need to calculate the water usage owing (see clause 29 of your lease).

**Bond inspections are carried out by our office between the hours of 9am and 5pm Monday to Friday.**

PLEASE NOTE: BOND CANNOT BE USED FOR RENT PAYMENT

NAME/S \_\_\_\_\_ SIGNATURE \_\_\_\_\_

NAME/S \_\_\_\_\_ SIGNATURE \_\_\_\_\_

WITNESS \_\_\_\_\_ SIGNATURE \_\_\_\_\_