



**30-Day Notice to Vacate**

Topher Realty  
62 S. Last Chance Gulch, Suite 3  
Helena, MT 59601  
406-443-3555  
Fax 406-449-6181  
Email: rentals@Topherrealty.com

I (We) hereby give our 30-day notice to Topher Realty of our intent to vacate the unit/property located at:

(Unit Address) \_\_\_\_\_

Move Out Date: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

(Only ONE address accepted for move out correspondence and any Security Deposit Release)

Reason for Vacating:    \_\_\_ Size \_\_\_ Cost \_\_\_ Relocation \_\_\_ Noise \_\_\_ Other

\_\_\_\_\_ ALL Tenants listed on lease must sign below for notice to be legal. Signing this notice confirms all parties have read and understand their final obligations relating to the lease.

\_\_\_\_\_ One check for security deposit will be mailed to the forwarding address provided above. If no forwarding address is provided the security deposit will be mailed the last know address of the tenant(s).

\_\_\_\_\_ Tenant(s) understands all lease terms remain enforced for at least 30 days from the date Topher Realty receives this notice. Tenant(s) may have a contractual obligation exceeding 30 days, depending on the lease expiration date or move out inspection date.

\_\_\_\_\_ The security deposit is not intended to be used as last month's rent. Last month's rent will be pro-rated through the lease expiration date/30-day notice date. Pro-rations are based on a 28, 29, 30, or 31 day month depending on the month. (Example: \$700 rent/30 days = \$23.33/day x 20 days = \$466.60)

\_\_\_\_\_ Tenant(s) are still required to maintain lawn care, snow removal, etc. through-out the notice period and as required by the lease.

\_\_\_\_\_ Tenant(s) are still obligated to keep any utilities, per the lease, in their names through-out the lease expiration date/30 day notice date and as required by the lease.

\_\_\_\_\_ One check for the security deposit will be mailed to the forwarding address provided. If no forwarding address is provided the security deposit will be mailed to the last known address of the tenant(s).

\_\_\_\_\_ I (We) authorize Topher Realty, its agents and representatives, to release any information regarding my rental history to potential landlords calling for a reference for housing purposes. This includes, but is not limited to, my payment history, any lease violations, deductions from my security deposit for damages, etc.

**Important!! All Tenants on the lease must sign this notice or it will not be valid.**

_____	_____	_____
Printed Name	Signature of Tenant	Date
_____	_____	_____
Printed Name	Signature of Tenant	Date
_____	_____	_____
Printed Name	Signature of Tenant	Date
_____	_____	_____
Printed Name	Signature of Tenant	Date

This notice will go into effect as soon as Topher Realty has received it, in writing, in their office located at 62 S Last Chance Gulch Suite 3, Helena MT 59601. **No telephone call 30-day notices will be accepted.**

***For Office Use Only:*** Notice received by Topher Realty on \_\_\_\_\_ (date) by \_\_\_\_\_ (initials).

*Security Deposit Amount:* \_\_\_\_\_ *Prorated Rental Amount:* \_\_\_\_\_ *Current Lease Term:* \_\_\_\_\_