



6235 Corunna Rd. Suite D  
Flint, MI 48532  
Phone 810-732-3355  
Fax 866-306-5103  
ipmrental.com

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## 30 Day Notice of Intent to Vacate

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

In accordance with the Lease executed between Innovative Property Management, Inc (IPM) and the undersigned Lessee, I \_\_\_\_\_ (Lessee) , give 30 day notice of my intent to vacate the property located at: \_\_\_\_\_ (Address), on or before \_\_\_\_\_ (Move out date), which I understand must be at least 30 days from today's date.

I understand that I must leave the house clean, free of trash and damages beyond normal wear and tear as stated in my signed lease agreement. I also understand that I am not considered to be moved out until all keys are returned to IPM, Inc.'s office. I am responsible for rent and utilities until all keys and garage door openers are returned to the office.

Reason for Vacating:

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### Reminders:

- It is your responsibility to stop Inosio payments.
- Lock all windows and doors when you are done moving.
- Set the alarm if the home has one available. Alarm code: \_\_\_\_\_
- Turn air conditioner off if moving out during the summer.
- Set thermostat to 62 degrees if moving out during the winter.
- Provide us with your forwarding address within 4 days of returning your keys to the office.

Signed: \_\_\_\_\_  
(Lessee)

Signed: \_\_\_\_\_  
(Lessee)

### Forwarding Address:

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Address

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City State Zip

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Email Phone Number

Date received in office: \_\_\_\_\_

Received by: \_\_\_\_\_