

NOTICE TO VACATE - BREAK LEASE CLAUSE

TO LUTON PROPERTIES:

ATTENTION (Property Manager name):

OFFICE:

I/WE (Name),

OF (Address)

I/we hereby give notice of my/our intention to vacate the above mentioned property on (Date): / /

I/we understand I/we am/are breaking the Residential Tenancy Agreement and acknowledge that 'Clause 1' Break Lease Clause will take effect and I have agreed to the following:

If the tenant ends a fixed term agreement before the end of the fixed term (other than for a reason provided for by the Residential Tenancies Act or the agreement), the tenant must pay a fee (a break fee) of the following amount:

- (a) If the fixed term is 3 years or less -
 - (i) if less than half of the fixed term has expired— 6 weeks rent; or
 - (ii) in any other case—4 weeks rent;
- (b) If the fixed term is more than 3 years—the amount agreed between the lessor and tenant.

- The property will be cleaned and presented in a ready-to-let condition, in line with the properties Inventory and Condition Report.
- The carpets will be professionally steam cleaned, and will be dry ready for the final inspection with a receipt provided upon final inspection
- I/we will ensure all services including trash packs and other contract services under my/our name will be withdrawn from the property. ACT Government bins will be left empty and clean **by the final inspection.**
- I/we are aware Luton Properties do not conduct final inspections on weekends, public holidays or outside of **9am to 5pm** business trading days.
- I understand access to the property may be required to re-let.
- I/we are happy to allow the following **15-minute** exhibitions to assist with securing a new suitable tenant on the following weekdays or weekends only (please circle availability):

Monday | Tuesday | Wednesday | Thursday | Friday | any weekdays | Saturday anytime between 9am and 2pm

CONTACT DETAILS

I/we are available on the below contact number, and are contactable in the middle of relocation.

MOBILE:

EMAIL:

MY/ OUR REASON FOR VACATING IS:

FORWARDING ADDRESS:

SIGNATURE OF ALL TENANTS ON TENANCY AGREEMENT

SIGNED:

DATE:

SIGNED:

DATE:

OFFICE USE ONLY

STAFF MEMBER:

DATE RECEIVED: