

25 Pinelands Road, Sunnybank Hills, QLD 4109

**Ph** 07 33440298 **Fx** 07 33440250

**FORM 8 - CL19** 

Office Use: Date received / /

## NOTICE OF INTENTION TO VACATE THE PROPERTY

(RTA Form 13 Must be Completed on Back)

PROPERTY:			
As per our tenancy agreement I/we		hereby	advise that I/we
will be vacating the above property by the	day of	20	_(midnight).
Our tenancy agreement has expired/will expire:			
We are aware that this notice must be given 14 days prior to vacating and if we fail to do this rent will be charged up until 14 days after receipt of this notice. We are also aware that this notice does not take effect until received by our Real Estate Office and signed by all tenants.			
We are aware that rent will be charged up to and including the day we return all keys and remotes to the office. Keys must be returned to our office on or before 9.00am the following day of the above vacating date or we will incur additional rent at a daily rate. I/we advise that I/we will on this day hand to your office all keys and remotes in our possession, including any keys that we may have duplicated.			
We authorise you to erect a To Let Sign (where applicable) and to show prospective tenants the property during the final two weeks. We agree to pay the rent up to and including the vacating date and to have the property completely vacated by the above date. We will have the property clean and tidy as per the cleaning guide for your inspection.			
We are aware that our names will be recorded with the Tenancy Information Centre of Australia if we fail to leave the property in good repair or vacate with an outstanding debt to the Agent or Lessor.			
For any further enquires you can also e-mail rentreception.sunnybankhills@ljh.com.au			
Tenant(s) VACATING property	Forwarding Address		
SIGNED (Tenant 1)			
Print Name	Phone:		
	Forwarding Address		
SIGNED (Tenant 2)			
Print Name	Phone:		
	Forwarding Address		
SIGNED (Tenant 3)			
Print Name	Phone:		
REASON FOR VACATING THE PROPERTY:			



Internet: www.rta.qld.gov.au

Without grounds ☐ ▶ Go to 6

## **Notice of Intention to Leave**

Residential Tenancies Act 1994 (Section 194) Purpose of this form-This form is used when the tenant(s) are giving notice to the lessor that they wish to vacate the premises. Form completed by—the tenant and given to the What are the grounds (reason/s) for giving this notice? lessor/agent. It may only be given in accordance with the Act. A Notice of Intention to Leave for unremedied breach may only be given when the 7 day remedy period has elapsed. If you receive this form as a lessor or agent—it means that the tenants are giving you notice that they wish to vacate the premises. This may be for a number of grounds (reasons). If you dispute the grounds (reasons) on which this notice was given you may first attempt to resolve it by contacting the party who gave the notice. If that fails you can access the RTA's Dispute Resolution Service by lodging a Dispute Resolution Request (Form 16) with the RTA. Further assistance - Refer to the Information Statements - Form 17a for General Tenancies, Form 17b for Moveable Dwellings, or visit the RTA Website www.rta.qld.gov.au 6 I/We intend to give up vacant possession at midnight on: **Please Use Block Letters** (There are minimum times which must be allowed.) Name of Tenant/s serving this Notice 1. 7 Date of this Notice 2. 3. Tenant 1 - Signature 8 2 Name of Lessor/Agent on which Notice is being served 3 Address of the rental premises Tenant 2 - Signature Postcode Tenant 3 - Signature Is this notice being served with or without grounds (reasons)? With grounds ☐ ▶ Go to 5