

TENANT VACATING NOTICE TO WALKOM REAL ESTATE

Walkom Real Estate

PO Box 1799

NEWCASTLE NSW 2300

Fax : 02 49292217 Email: rentals@walkom.com.au

PROPERTY ADDRESS:

I / We (Insert Tenant Name) hereby give ____ **DAYS** notice (see below for minimum notice period) of my/our intention to vacate the above property on the following date _____.

I/We authorise Walkom Real Estate to accompany potential tenants while inspecting the property in our absence if we are unable to be contacted.

Yes / No

My/Our forwarding address and phone number will be:

Forwarding Address	
Forwarding Phone Number	

.....
DATE

.....
SIGNED BY TENANT

IMPORTANT PLEASE READ BELOW

NOTICE PERIOD REQUIRED

Walkom Real Estate will confirm in writing to you when we receive any notice to vacate.

14 Days Notice:

Can be given if your lease has not expired and your notice is given at least 14 days prior to the date the lease expires.

21 Days Notice:

Can be given if your lease has expired.

Lease break:

It is agreed upon by signing this form that in the event of a lease break situation the tenant authorises Walkom Real Estate to advertise the property for lease and show prospective tenants through the property.

We acknowledge and agree to pay the following:

- Rent until the time of vacating and:
- If the fixed term is for 3 years or less, 6 weeks rent if less than half of the term has expired or 4 weeks rent in any other case
- Landlords advertising costs
- Landlords re-letting fee
- Landlord's tenancy agreement fee