



<input type="checkbox"/> Cleaning Letter Received
<input type="checkbox"/> Breaking Lease

**NOTICE TO VACATE**

Today's Date \_\_\_\_\_

I hereby give notice to Nebraska RIS to vacate the premises located at:

\_\_\_\_\_ Apt. # \_\_\_\_\_

Are all residents moving out? \_\_\_\_\_ Do you rent a garage? \_\_\_\_\_

Are you signed up for electronic rent payments? \_\_\_\_\_

My actual move-out date will \_\_\_\_\_

My reason for moving \_\_\_\_\_

Current phone#: Home \_\_\_\_\_ Work \_\_\_\_\_

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I understand that my apartment may be shown between 9:00am and 6:00pm Monday through Sunday. If I cannot be reached by phone prior to showings, it is acceptable to show my residence. In the event that my lease does not expire before the date I intend to vacate, I agree to the terms outlined in the Nebraska RIS, Inc. lease agreement.

I understand that I will remain liable for rent and utilities until the last day of the month, or until another tenant moves in, whichever occurs first.

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**I have received a copy of the "Move-Out Procedures" handout (i.e. cleaning letter).**

I understand that the security deposit will be mailed in the name(s) of all residents on the most current lease agreement. The forwarding address is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Resident