



TENANTS MOVE-OUT RECAP:

1. Notice Given:

- A) Lease in Effect - 30 day written notice to lease expiration
- B) Month to Month – 15 day written notice prior to vacating

2. Property inspection scheduled:

- A) Review Tenant Handbook on property clean up
- B) Schedule to turn in keys – all parties on lease and license required

3. Security Deposit returned within 15 day if all requirements are met sent to new address given.

4. Tenant notified within 30 days by certified mail if any or all of Deposit is to be kept to cover damages or infractions.