



30-Day Notice to Vacate

I, _____ hereby give my 30-day written notice to vacate property
at: _____, located in
_____, Arizona. The last day of our tenancy will be on: _____.

It is my/our understanding that the property will go back on the rental market and I/we will allow it to be shown with reasonable notice (not to exceed 2 days notice).
I/we understand that I/we are responsible for the property until the keys are returned to Bear Creek RE Property Management Group.

I/we understand that I/we will be charged the pro-rated rent for any additional days that the keys are kept in my/our possession. I/we understand that if the rental agreement is a month-to-month agreement, the same applies with this 30-day notice. I/we understand that if I/we are breaking the lease, that I/we are responsible for the unit until said lease is up, or another qualified tenant is secured. This means that I/we are responsible for the rent, utilities and any other charges to the end of the lease term. I/we understand that my/our security deposit (sometimes called last month's rent) is **not** to be used as the last month's rent. If rent is not paid on the first of the month and I/we are late paying said month's rent, there will be late fees, postage and other charges added to the rent.

I/we understand that it is our responsibility to provide Bear Creek RE Property Management Group with the information below:

Forwarding address: _____

City: _____ State: _____ Zip Code: _____

Current phone: _____

Tenant: _____ Date: _____



Bear Creek Real Estate PMG
7497 E. Addis Avenue
Prescott Valley, Arizona 86314
Direct: (928) 227-0501 ; Fax: (928) 460-5862

TENANT MOVE-OUT CHECKLIST

1. ___ Please call 3-5 days prior to your move-out to schedule your inspection.
2. ___ Home must be broom swept clean, mopped and vacuumed.
3. ___ All kitchen(s) and bathroom(s) must be completely clean.
 - Stove: Lift top and clean under the top and bottom drawer and, if needed, replace drip pans.
 - Refrigerator: Clean inside and outside surface. Carefully slide refrigerator out and clean floor.
 - Dishwasher: Clean using commercial dishwasher cleaning powder/solution.
 - Cabinets: Thoroughly wipe out all cabinets and drawers. Clean exterior of cabinets and drawers using a mild soap solution.
 - Clean all backsplash surfaces, especially behind stove.
4. ___ All walls must be clean and painted the same color as before tenancy began, unless tenant has been given prior written permission from landlord. Patch, sand and paint all nail holes.
5. ___ Vacuum and professionally clean (truck mounted carpet cleaning service) any/all carpet.
6. ___ Clean all windows, window tracks and window sills.
7. ___ Remove all of your personal possessions and belongings.
8. ___ No trash shall be left behind; Do NOT leave garbage at the curb.
9. ___ If applicable, all exterior areas shall be cleaned of debris and left clean, including cigarette butts and animal feces.
10. ___ If applicable, exterior lawn and landscaping shall be presentable.
11. ___ Leave all kitchen appliances, window treatments, phone jacks, etc.
12. ___ All keys shall be returned at inspection. If not, locks will be changed at tenant's expense.
13. ___ All light fixtures are to work properly with working light bulbs. Clean all ceiling fans and Light fixtures.
14. ___ All electric is to work properly
15. ___ All plumbing is to be free of any leaks or blockages.
16. ___ All heating is to be working properly. Air filters are to be replaced if not changed in the Last 3 months.
17. ___ All smoke alarm(s) and carbon monoxide detectors shall be working properly.
18. ___ Leave ALL utilities on until your move-out inspection has been completed.
19. ___ If you have a pet, leave an adequate supply of insect/flea foggers. The minimum required is three (3) foggers. There is a charge if you do not leave the foggers unopened in the property. Foggers are available at Wal-Mart or Kmart.

All of the aforementioned items need to be done PRIOR to your move-out inspection so that you can receive YOUR FULL SECURITY DEPOSIT back (less any withholding from earlier tenancy). Any and all repairs, repainting, trash removal, cleaning and/or any other expenses that are attributed to restoring your home to its condition prior to your tenancy will be deducted from your security deposit.

If additional money is needed to restore said home, landlord will send tenant a bill and/or file legal suit for said money in court. Your security deposit will be mailed within 14 business days of your move-out inspection to the address you provided to landlord (if no address is given, any remaining security deposit money will be mailed to current mailing address and the Post Office will be responsible for forwarding any/all mail to your new listed address.

Please remember to deliver your home in the same condition it was prior to your tenancy. This will ensure YOU RECEIVE THE MOST MONEY POSSIBLE!

Good luck with your move!