NOTICE OF INTENTION TO VACATE

Tenant Name(s):_____
Address:_____

YOU ARE HEREBY INFORMED AND NOTIFIED that the undersigned Resident(s) will vacate said premises on or before_____, 20_____. You may rent said premises and show the same for rental at reasonable times from this date forward. The undersigned further agrees that if he/she remains in possession of said premises after the termination date, he/she will pay $55.00 per day for each day until the 4th of the month. If Resident is still in possession of the unit on the 5th day of the month, the entire monthly rent amount is due in full. Resident understands that he/she will be considered to be in possession of Rental Home until all keys have been returned to Landlord and the premises is vacated. This notice is given pursuant to Section 59.18.200 R.C.W.

Dated this _____ day of _____, 20 _____.

Reason for vacating:_____

Forwarding address:_____

Resident Signature	Resident Signature	Date
Resident Signature	Resident Signature	Date

CLEANING INSTRUCTION TO VACATING RESIDENTS IT IS YOUR OBLIGATION TO LEAVE YOUR RESIDENCE IN A CLEAN AND RENTABLE CONDITION.

BEDROOMS/HALLWAYS/DINING AREAS/GENERAL AREA

1. Walls and ceilings should be cleaned and all marks removed.
2. Carpeting should be steam cleaned by a licensed and bonded professional carpet cleaning service (i.e. Rainbow International - (253)759-0203)). Receipt given to Manager at time of move out.
3. Drapes should be cleaned by professional dry cleaners. Receipt given to Manager at time of move out.
4. Windows should be washed.
5. Light fixtures, lamps, window sills, window tracts and shelves must be cleaned.
6. All floors are to be cleaned.
7. Storage area should be cleaned.
8. All closets are to be cleaned, including walls.
9. Balcony or lanai should be cleaned and free of debris.
10. Fireplace should be cleaned.
11. All light bulbs should be in place and working.
12. All smoke alarms should have charged batteries.
13. All fire extinguishers should be functional.

KITCHEN

1. Refrigerator should be defrosted and cleaned.
2. Range should have the oven, pans, broiler grills and shelves cleaned.
3. Hood and exhaust fan should be cleaned.
4. Dishwasher should be clean.
5. Cabinets should have all shelf paper and utensils removed, shelves and drawers cleaned.
6. Floor under refrigerator must be cleaned.
7. Disposal must be flushed out and clean.
8. Exterior and interior of all fixtures must be cleaned.

BATHROOM

1. Tile should be washed and grout cleaned.
2. Medicine chest should be cleaned, including mirror and shelves.
3. Tub, basin, showers and toilets should be clean, inside and out.
4. All cabinets should be cleaned.

Resident - When you have completely vacated your residence, cleaned your apartment and storage areas, ***notified utility companies of your move***, returned your keys, left your forward address with the post office and the Manager, a rebate on your security, damage, cleaning fee will be mailed to you shortly thereafter, provided the apartment meets the standards of conditions as set forth above and provided that you have complied with all provisions of the Rental Agreement. The condition of the apartment at time of vacating shall be inspected by the Manager, who has the final authority to determine how much of your security, damage, cleaning fee, if any, shall be returned to you in accordance with the conditions set forth in the Rental Agreement.
Charges for the cleaning of apartment, dry cleaning and cleaning of the carpets will depend on the contract rate at the time.