

### Intent to Vacate

Prest Realty,

This letter constitutes my notice of intention to vacate the premises located at:

\_\_\_\_\_, by \_\_\_\_\_.  
(Rental address) (Date you will return possession)

I understand that I must return possession of the property to Prest Realty and will do so by either handing the keys in person to an Agent of Prest Realty or marking the keys with the rental address and turning them in at the Prest Realty office located at 814 N. Beeline Hwy. Ste. A.

I understand that Prest Realty has 14 Business Days to conduct a final walkthrough of the rental property and to issue a Disposition of Deposits (list of all charges to the security deposit) and a Deposit Refund less charges listed on the Disposition of Deposits.

Please send my Disposition of Deposits and Deposit Refund to the Forwarding Address listed below and contact me at \_\_\_\_\_ with any problems.  
(Tenant phone number)

Forwarding Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Tenant Signature Date

\_\_\_\_\_  
Printed Name