



11152 Westheimer #137, Houston, TX 77042
PH 713.789.4442 FX 713.789.5558

NOTICE TO VACATE

DATE: _____

Dear Avalon Corporate Housing,

According to my LEASE CONTRACT, I am required to give 30 60 (circle the required notice as per your lease contract) days written notice to vacate before moving out. Please accept this as my written notice to vacate the following property: _____ INITIAL

I will vacate the premises by 12:00 PM on _____
(Date)

And turn the keys into the leasing office at that time. I understand that I will be charged a full days rent for every day that the keys are in my possession thereafter.

I understand that this apartment will be placed on the market on the above date and will likely be released to a new resident. It is my responsibility to contact Avalon Corporate housing should I need an extension.

I understand that this letter is necessary in order to meet the conditions stated in my Lease contract with Avalon Corporate Housing.

Forwarding address: _____

X _____ DATE _____
(Signature)

Please keep this notice to vacate form throughout the term of your lease. Fax back at the appropriate time.