



Bernhardt Rentals

Move Out Notice

1127 N Washington Ave
Cookeville, TN 38501
Telephone (931) 559-7368

Confirmation of Notice to Move

Date: _____ Address: _____

Lease expires: _____

Phone Number: _____

This will confirm that you will move out on or before _____.

We will inspect after you move all your contents out of the unit. You can request an appointment for a walk thru after you have removed all your contents. Please give at least 24-hour notice on walk thru apartments.

**DO NOT HAVE THE UTILITIES DISCONNECTED
UNTIL OUR OFFICE HAS RECEIVED YOUR KEYS.**

May we show this property, upon notice, before you vacate the premises? _____

_____ I/We have fulfilled the terms of the Lease Agreement, I/We will be eligible to be considered for a refund of the security deposit. There will be a deduction from the security deposit for the actual expenses, which includes a detailed cleaning, steaming the carpets, and painting. In addition, if there are charges they be withheld from the deposit.

_____ I/We have not fulfilled the terms of the Lease Agreement, I/We are not eligible to be considered for a refund of the security deposit. There will be a charge for actual expenses, which includes a detailed cleaning, steaming the carpets, and painting, you will be billed for these charges.

Please provide us with a forwarding address. If the office is closed when you have completed moving, leave your keys (plainly labeled) in the drop box at the office. Please remember to return all keys including mail box keys and garage door openers (if your unit had garages)

Remember to contact the post office for address update. If you move sooner than the date you stated, please notify us, lock up, and return the keys to the office. Any damages or unpaid charges will also be deducted from your deposit or billed to you for payment. We are not responsible for any mail or packages. Thank you for choosing Bernhardt Properties. We appreciate YOU for being our tenant. If we can assist you in any way in the future, please let us know.

Forwarding Address:

Tenant

Tenant