

30 DAY NOTICE

Date Notified: _____

This is to notify Choice Properties that I (we) will be vacating the premises at:
_____ on or
about: _____

Three (3) days notification must be given to the office as to the date you will be vacating the premises so that we can make arrangements to inspect it. If not, we will make arrangements to check the house and your security deposit will be sent to by certified mail. Be sure to give us your forwarding address or we will have no choice to send your security deposit to the last address we have on file.

Tenant Name: _____

Phone Number: _____

Cell Number: _____

Tenant Date

Tenant Date

Approved By : _____

Choice Properties
550 SE Port St.Lucie Blvd
Port St. Lucie FL 34984

Dear Tenant,

Please be advised that when you vacant your rental home it must be left in move in condition, if you leave your home in need of cleaning, where the water and electric must be turned on in order for our cleaning crew to clean the home, you will incur those charges.

TENANT

DATE

CHOICE EMPLOYEE

DATE

Keys must be returned on the last day of the month, or by 9:00am on the first day of the month. If not returned, tenant will be charged per diem and for the lock change.

An inspection will be done on the property within 3 days, and the tenant will be notified of any problems, per Florida Statutes.

Choice Properties has 30 days to return the security deposit and will send by certified mail.

Forwarding address must accompany the return of keys.

Thank you for leasing from Choice Properties

Tenant

Date

Tenant

Date

VACATING INSTRUCTIONS

In order to receive the return of your security deposit, the following items must be completed:

1. BATHROOMS:

- Clean Mirrors
- Wash Floor
- Scour Toilet
- Scour Sinks
- Scour Shower/Bath
- Wash Shower Doors (remove soap film)
- Wash Cabinets inside and out

2. KITCHEN:

- Wash floor
- Clean oven, stove and hood (including filter)
- Clean refrigerator inside and out
- Scour sink
- Replace drip pans and rings
- Wash Cabinets inside and out

3. All holes in walls must be patched
4. Any marks on walls must be removed – if necessary, paint entire wall, do not touch up
5. All carpets be professionally cleaned and receipt presented to Choice, or you will be charged \$150.00
6. All breakers turned off
7. All keys returned (House, garage, mailbox, overhead garage door openers)
8. Pool must be clean and in working order (if applicable)
9. Replace ripped or torn screens
10. Grass cut and weeds removed (if applicable)
11. Windows Cleaned
12. All light bulbs in sockets and working
13. All electrical receptacles on and working
14. All door stops in place
15. All oil removed from driveway (if applicable)
16. All verticals in place and working
17. Screened porch swept and cleaned
18. Garage swept and cleaned
19. All trash, tires, oil cans, paint cans, etc. removed from property
20. A/C filter must be changed
21. All rents must be paid up to date
22. All late fees must be paid in full
23. Unit must be professionally pest controlled and receipt presented to Choice or you will be charged \$50

