

## TENANTS THIRTY DAY NOTICE

Enclosed please find your tenants thirty day notice to vacate. We have the house on the rental list and will try to secure a new tenant as quickly as possible. If you would like to sell the property, please contact me directly and I will do a Comparative Market Analysis for you.

Thank you.

Kirschner Realty Services  
3802 Ehrlich Rd, Suite 106  
Tampa, FL 33624

## **LEASE RIDER REQUIREMENTS FOR RELEASE OF SECURITY DEPOSIT**

**CHECK OUT INSPECTIONS OF HOMES ARE MADE AFTER YOU VACATE AND TURN IN KEYS.**

**DAMAGE:** Our lease and rules and regulations require that a resident vacating a dwelling surrender possession to us in no worse **CONDITION, ORDER and REPAIR** than when received, normal wear and tear expected. **CHECK OUT INSPECTIONS OF HOMES ARE MADE AFTER YOU VACATE AND TURN IN KEYS.**

Charges for damages are to be deducted from the Security Deposit or otherwise collected from the resident and will be determined as follows. The dwelling and the appliances, equipment and fixtures must be thoroughly clean in all respects including the following:

### **PREPARATION FOR MOVE-OUT INSPECTION:**

Remove all personal items and trash from the house and yard. Make arrangements to have our trash picked up before you discontinue your service. You will be charged if we haul your trash away. **(Minimum charge for trash hauling is \$50.00)**

Discontinue your telephone service at least 48 hours before vacating. If the home is illegally entered while vacant and long distance calls are made on the phone, the telephone company will charge you.

If you have a **SECURITY ALARM**, please have it disconnected and notify the office of the code before vacating.

All appliances must be cleaned thoroughly. To include:

1. Remove all food products from the **REFRIGERATOR**, defrost and clean, leave door open.
2. The Oven Broiler pan, all racks, sides, top and bottom of oven, as well as burners, trays, controls, range hood to be cleaned of all food particles, and grease, burnt on or otherwise. Replace stove pans if cannot be cleaned. Oven racks and broiler pan should be in place.
3. The **KITCHEN, BATHROOM**, sinks, cabinets, tiles, (floors and walls) and other equipment must be washed. Vanities to be emptied, cleaned and disinfected. Soap trays, lavatories and tubs cleaned. Thoroughly cleaned drains should be treated and bathroom fixtures disinfected.
4. All uncarpeted **FLOORS** (vinyl, tile, parquet floors, etc.) should be thoroughly cleaned

removing any stains or marks and any finishing waxes, or polishers applied by tenant.

5. **CARPETS** are to be **professionally cleaned** and a copy of the invoice submitted to our office upon move-out. **If a receipt is not submitted upon move out, you will be charged for carpet cleaning.**
6. Remove all personal items and trash from the house and yard. Make arrangements to have your trash removed before you vacate. **YOU WILL BE CHARGED IF WE HAUL YOUR TRASH AWAY.**
7. Lint should be removed from the **DRYER**. Clean the furnace, furnace closet, and replace furnace filters. Clean **AIR CONDITIONER** vents, especially the intake vent. Change all the air conditioner filters.
8. Clean all **WINDOWS** and secure all screens. Make needed repairs to screens and screen doors.
9. Clean and empty all **SHELVES, CABINETS**, and closets.
10. The **PATIO** must be cleared of debris.
11. Mow, trim, and edge and water the yard prior to check-out.
12. Clean wallpaper and **WALLS**, paying special attention to areas around light switches, and outlets, as well as places that get heavily scuffed, such as hallways, and doorways. Any damages to walls, floors, fixtures or appliances should be repaired.
13. Repair, or have repaired any damage your pets may have caused.
14. Replace all light bulbs that are not working.
15. **ALL LATE FEES, NSF CHARGES, AND REPAIR DEDUCTIBLES MUST BE PAID PRIOR TO YOUR MOVING OUT, OR THEY WILL BE DEDUCTED FROM YOUR SECURITY DEPOSIT.**

Physical damage to the dwelling requires little definition.

**The following are the most usual items of damage for which you will be charged.**

1. **Holes in walls, (not nail holes) where permission has not been given for hanging any items.**

2. Lost door or mail box keys.
3. \* You must have occupied the dwelling for the **FULL TERM OF THE LEASE** and any extension thereof.
4. \* Notice of intent to vacate must be given thirty days prior to lease expiration in writing.
5. \* There must be no default in payment in rent or other charges, i.e. (outstanding repair deductibles).
6. \* Carpet must be in good condition; cleaned, no burns, stains, etc.
7. Burns or chips in cabinet tops.
8. Damages in patio area.
9. Pet damages including permanent pet odors resulting in replacement of carpet.
10. Failure to professionally clean carpet and turn in carpet cleaning receipt.

Our inspection to determine the condition of the dwelling will be made **AFTER** the dwelling has been vacated and the keys turned in.

**NOTIFICATION OF YOUR SECURITY DEPOSIT WILL BE SENT TO YOU VIA THE MAIL WITHIN 30 DAYS AFTER YOU VACATE.**

KIRSCHNER REALTY SERVICES

## 30- DAY NOTICE OF INTENT TO VACATE

DATE: \_\_\_\_\_

TO: \_\_\_\_\_  
LESSOR/LESSOR'S AGENT

YOU ARE HEREBY NOTIFIED THAT THE UNDERSIGNED LESSEE(S) INTEND  
TO TERMINATE RENTAL OF THE PREMISES.

Street address

\_\_\_\_\_  
\_\_\_\_\_, Florida \_\_\_\_\_

Expiration Date of Lease Contract \_\_\_\_\_

Tentative Check-out Date \_\_\_\_\_

Reason For Moving \_\_\_\_\_

Forwarding address (**VERY IMPORTANT FOR SECURITY DEPOSIT REFUND**)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

LESSEE

\_\_\_\_\_

LESSEE

This thirty (30) Day Notice of Intent to Vacate received by Lessor/Lessor's Agent  
on this day of \_\_\_\_\_, 20 \_\_\_\_.

## LEASE RIDER

### **TENANT INFORMATION & INSTRUCTIONS** **Please read & retain for future reference**

After we have received your Thirty (30) Day Notice to vacate, we will put the house on the rental market.

We will instruct Realtors to contact you direct to make appointments to show the home during times that are convenient for you. We will inform the Realtors that a 24 hour notice will be necessary.

As per The Lease Agreement, we expect your full cooperation during this time so that we can secure a new tenant for the owner once you have vacated.

Please, provide a telephone number where you can be reached to show property.

DATE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

\_\_\_\_\_  
LESSEE

\_\_\_\_\_  
LESSEE

## MOVE OUT REQUIREMENTS CHECKLIST

1. Carpets must be clean and a carpet cleaning receipt turned in by a professional carpet cleaning company. If carpets are not professionally cleaned, you will be charged and the cost will be deducted from your deposit.
2. All burned out light bulbs must be replaced. All nonworking batteries in the smoke detectors must be replaced. You will be charged for all burned out light bulbs and nonworking batteries.
3. Air conditioning filters must be replaced upon move out. If the air conditioning filters are not replaced, you will be charged.
4. House must be left clean. Floors must be clean and mopped; bath tub, showers, toilets must be clean and sanitized. Stove, refrigerator, kitchen counters must be cleaned, cabinets and floors must be free of trash and debris, blinds dusted. Normal maid charges are between \$150 in \$225 depending on the size and condition of the house.
5. Walls must be cleaned. Clean and wipe all scuff marks and remove all nails and anchors. Do not patch nail holes and do not paint. You will be charged to remove nails and wipe down dirty walls
6. Trash must be removed. If at the time of the walk through the trash is still in the house or left at the curb, you will be charged a minimum of \$100 to haul off trash and debris.
7. Lawn/yard must be maintained cut, trimmed, and flower beds weeded at the time of move out.
8. Replace all torn or holed screens. Replace broken blinds. Pressure wash moldy screen patios or pool decks. If these items are not completed, you will be charged.

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Tenant



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Tenant