



Warren Metropolitan Housing Authority

990 East Ridge Drive, Lebanon, Ohio 45036
Lebanon (513) 695-3380 Fax (513) 695-1638
Email: housing@warrenmha.org

Cincinnati (513) 925-3380 * Middletown (513) 261-3380 * Dayton/Franklin (937) 425-3380

Intent to Vacate

I _____ hereby give my 30 days written notice of my intent to
(Name)
vacate my unit located at _____,
(Address)
as of _____.
(Date)

The following is understood:

- a. A thirty day notice of Intent to Vacate is required by the Lease Agreement;
- b. A thirty day notice of Intent to Vacate does not relinquish the resident from any obligations of the lease, including payment to the end of the lease term;
- c. Resident's possession of the apartment remains in effect until all belongings are removed from the unit and all keys are returned; and
- d. Except as provided by law, rent is due and payable up to and including the final date of possession, or thirty (30) days after service of this notice to Management, whichever is later;
- e. Resident cannot use the security deposit as last month's rent. Rent is payable through the termination of the tenancy.

My forwarding address is: _____

My phone number is: _____

The reason I am vacating my unit is: (Circle one)

- 1. Noise
- 2. Neighborhood (location)
- 3. Lack of amenities
- 4. Unit size
- 5. Criminal activity
- 6. Rent is too high
- 7. Section 8 Voucher
- 8. Buying a home
- 9. Other _____

I **am** or **am not** requesting to be present for the move out inspection. If so, management will contact you to schedule a convenient time to meet.

Signature

Date