



ABN 43 610 781 210

241 Springvale Rd, Springvale VIC 3171

Ph: (03) 5443 8093 Fax: (03) 5443 9093

## NOTICE TO VACATE - BREAK LEASE

I/We \_\_\_\_\_  
(Tenant/s Name/s)

Of \_\_\_\_\_  
(Address of Rented Premises)

hereby give **Select Property Group** notice that I/we wish to break my/our lease.

Date the property will be available from: \_\_\_\_/\_\_\_\_/\_\_\_\_

Lease Expiry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

I/We understand and agree that:

1. Rent must be paid up to the date a new tenant takes possession of the property, and the keys must be handed in to the office the day before the tenancy starts, or earlier. **A \$1,000 fine may be imposed for using Bond as your final rent payment.**
2. A **Break Lease administration fee, equivalent to 1 weeks rent plus GST**, will be charged for marketing & advertising, tenant inspections, negotiation of a new lease between potential tenant and landlord and preparation of Lease Documentation.
3. **Please note:** 24 hours' notice will be given prior to a prospective tenant inspection. However, if you are uncontactable our staff will use the Select Property Group property key to access the property. At all times the prospective tenant will be accompanied by a staff member from Select Property Group.

Signed: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signed: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

My/our forwarding address is: \_\_\_\_\_

My/our contact phone numbers are: \_\_\_\_\_

\_\_\_\_\_