

# 15 Day Termination Notice

Today's Date: \_\_\_\_\_

This is to notify S.F. Army Street Property, Ltd. that effective \_\_\_\_\_,

I will no longer require the use of unit \_\_\_\_\_. I understand that I must provide a minimum of 15 days notice of my intention to vacate or I am subject to a forfeit of my deposit as per my Rental Agreement. I agree I also will stop by the Manager's office after I have cleaned my unit to return my lock and keys and to verify the unit is vacant as per this notice.

Please refund any deposit held, if applicable to:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

No.

Street

City

State

Zip

SIGNATURE: \_\_\_\_\_

## OFFICE USE ONLY

Vacate Date: \_\_\_\_\_ Keys and Lock Returned:    Y    N

Agent: \_\_\_\_\_ Refund Amount \$ \_\_\_\_\_