



# NOTICE OF INTENTION TO BREAK TENANCY AGREEMENT

**PROPERTY:** \_\_\_\_\_

This is to confirm that I/We \_\_\_\_\_ hereby advise that I/we wish to break my/our lease agreement. Could you please list our property for rent and assist in locating a new suitable tenant. For this service we agree to pay all reasonable letting costs that of advertising and the letting fee as expended by your office.

## FEES

Letting fee \$ \_\_\_\_\_ + GST (which equals 1 weeks rent + GST)  
realestate.com.au advertising \$110.00  
(realestate.com.au is Australia's leading real estate website and is used on every vacancy of each tenancy at a charge of \$110)

## VACATING DETAILS

We are able to vacate the property with \_\_\_\_\_ days notice.

We will be vacating on/ approx \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

We are aware that our agreement does not expire till the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

**TENANT ACKNOWLEDGES THAT A PERIOD OF 5 DAYS AFTER THEIR CHOSEN VACATE DATE MUST BE GIVEN TO PROPERTY INC TO CONDUCT FINAL INSPECTION AND VACATING PROCEDURES THAT FOLLOW.**

We understand that we are responsible for all rental payments up to and including the day prior to another tenant moving in and that there will be minimum of 5 days between tenancies for the preparation of the premises. We also understand that a new tenancy agreement has to be signed and be legally enforceable with the incoming tenants for our intention to break lease to be granted.

We hereby authorise you to erect a To Let sign (where applicable) and to show prospective tenants the property.

We agree to pay the rent up to and including the vacating date and to have the property completely vacated by the vacating date. We will have the property clean and tidy as per the tenancy agreement.

We are aware that our names will be recorded with the Tenancy Information Centre of Australia if we fail to leave the property in good repair or vacate with outstanding debt to the Agent or Lessor.

## AUTHORISATION

### Tenant 1

Signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

### Tenant 2

Signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

### Tenant 3

Signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

Reason for breaking lease: \_\_\_\_\_