



**FALCON
REALTY**
COOKEVILLE, TN

30-Day Notice to Vacate

*This form gives Falcon Realty notice that the resident(s) listed below plan to move out of the rental property listed. Submitting this notice does **not** automatically end the lease, remove anyone from the lease, or release any resident from amounts owed under the lease.*

PROPERTY | RESIDENT INFORMATION

Property Address: _____

Resident Name(s): _____

Are all Residents moving out? ☐ Yes ☐ No If No, list who is leaving and who plans to stay: _____

MOVE-OUT INFORMATION

Planned Move-Out Date: _____ Reason for Moving: _____

FORWARDING / CONTACT INFORMATION

Provide forwarding contact information for each resident moving out. Use "same as above" when applicable.

Resident Name

Forwarding Address

Email

Phone

PLEASE READ BEFORE SIGNING – By signing this notice, I/We understand the following:

☐ **Rent is owed until keys are returned.** Rent will continue to be charged until all keys are returned to the Falcon Realty office and possession has been returned.

☐ **Moving out does not automatically remove anyone from the lease.** If any resident remains, the vacating resident will stay on the lease until a new lease has been signed by all approved parties.

☐ **Leaving before the lease ends may affect the deposit and rent owed.** If the lease term has not expired, the security deposit may be forfeited, and I/we may remain responsible for rent until the lease ends or the property is re-rented, whichever comes first.

☐ **Items left behind may be removed.** After possession is returned, any personal property, trash, furniture, or belongings left in or on the property may be considered abandoned and removed/disposed of.

☐ **Utilities must stay on through move-out.** Unless otherwise instructed by Falcon Realty, utilities must remain active through the day keys are returned.

RESIDENT SIGNATURE(S)

By signing below, I/We confirm that the information provided is true and that I/We have read and understand this notice.

-----FOR OFFICE USE ONLY BELOW THIS LINE-----

Date Received:	Lease End Date:	Lease Fulfilled: ☐ Yes ☐ No
NOTICE TYPE:	☐ Full Move Out – Property Vacant	☐ Roommate Only – Property Not Vacant
Keys Returned: ☐ YES ☐ NO	Known Vacant Date:	Owes Rent Through: Paid: ☐
Moved Out in Rentec: ☐	Utilities Transferred: ☐ Electricity ☐ Water ☐ Gas	