

## NOTICE OF INTENTION TO BREAK LEASE

Property Address: \_\_\_\_\_

This is to confirm that I/we \_\_\_\_\_ hereby advise that I/we wish to break my/our lease agreement.

REASON FOR BREAKING LEASE AGREEMENT: \_\_\_\_\_

I/we plan to vacate the property on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ , we are aware that our tenancy agreement expires on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

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

I/We understand that mandatory fees apply to all new fixed-term agreements of three (3) years or less, when a tenant ends the agreement early. The set fees depend on how much of the agreement is left.

### THE BREAK FEES ARE:

- 4 weeks rent if less than 25% of the agreement has expired
- 3 weeks rent if 25% or more, but less than 50% of the agreement has expired
- 2 weeks rent if 50% or more, but less than 75% of the agreement has expired
- 1 week's rent if 75% or more of the agreement has expired.

I/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 cleaning guide for your inspection.

I/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 an outstanding debt to the Agent or Lessor.

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Forwarding Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Forwarding Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Forwarding Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_