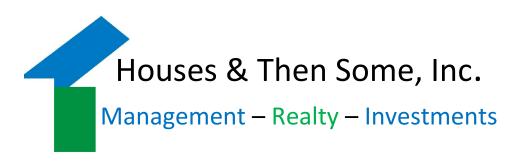


## THIRTY- DAY NOTICE

Tenant (print):			
Property Address:			
This is my 30-day n	otice that I will be r	noving out of the property listed a	above. My 30-
day notice will take effect on the 1st of		in the year, and	I will be
vacating the property by the 30 <sup>th</sup> /31 <sup>st</sup> of		in the year I a	gree that I will
not be renewing my lease.	understand I am re	sponsible for paying the full mon	th's rent of the
month listed above. I acknow	owledge that I have i	received the cleaning list which de	etails the
requirements that I must fu	Ifill to leave the prop	perty "rent ready." I also agree tha	at I will set up a
walkthrough at the end of t	hat period, and that	all my belongings will be out of the	he property
before the walkthrough is c	onducted. Furtherm	ore, I understand that my security	deposit will be
mailed out 30 days after I h	ave vacated the proj	perty, less any necessary cleaning	and
maintenance fees.			
Tenant Signature	Date	Witness Signature	Date
Tenant Signature	Date	Witness Signature	Date
Tenant Signature	Date	Witness Signature	Date
HTSI Received:			
Date		Employee Signature	





## **HTSI 30 Day Notice Policy**

Now that your lease has expired and you are in "MONTH TO MONTH" status you may give your 30-day notice at any time. Of course, we value you as a customer and would love to keep you as one of our tenants. However, we do understand that as things change your place of residence may need to as well and we wish you the best of luck. Please note the following guidelines that you must follow when giving a 30-day notice:

- Any 30-day notice given takes effect on the 1st of the following month (for example if you give your notice on the 11th of February your 30-day notice will take effect beginning on March 1)
- You will have to pay the <u>FULL MONTH'S RENT</u> for the month that you vacate the property, even if you move before the last day of the month.
- HTSI does not rent daily or weekly, only monthly. Therefore, <u>WE DO NOT PRO RATE</u> <u>THE LAST MONTH'S RENT</u>, the rent will be charged at the full monthly rate.
- After you have moved out you will need to schedule a move out inspection. This is
  where we will inspect the property to make sure that it is in as good or better
  condition than when your original lease began. This is also where you will return the keys
  to an HTSI employee. Failure to return the keys to your unit will result in a charge to you for
  changing the locks at the property.
- Please complete the following items at your property before the move out inspection
  - Clean bathrooms- scrub toilets, vanities, mirrors, and showers/tubs
  - Clean the kitchen, leave all appliances empty, replace catch trays on stove
  - Empty out kitchen cabinets and wipe them down
  - Have carpets professionally cleaned
  - Vacuum, dust, and mop floors
  - Remove all belongings and trash from property
  - Dust off ceiling fans and light fixtures
  - Replace broken blinds
  - Cut grass and trim bushes as needed
  - Change air filter

We realize that this can be a very stressful time for you and we want to work with you to make sure that it goes as smoothly as possible. Communication is of utmost importance during this time so please contact us promptly with any questions at **864-395-**

6538 or property.htsi@gmail.com.

