

TENANTS 30-DAY NOTICE OF TERMINATION

Date: _____ Tenant(s) Name: _____

Property Address: _____

Pursuant to Oregon Landlord/Tenant Law, I/We hereby give at least our 30-day notice to vacate the property listed above. **I/We will be vacating the property on and keys delivered to the Landlord on:** _____. I/We understand that if we vacate the property before the 30-day notice period is up, I/We will be responsible for the rent amount for the entire 30-day period.

I/We agree to return keys to the office located at: 2339 State Street, Salem, OR 97301 for return of possession.

Tenant(s) initial(s): x _____ x _____ x _____ x _____

Final Move Out accounting should be sent to Tenant Name and Address:

The Tenant to be contacted should the Landlord have any questions regarding this notice:

Name: _____ Phone number: _____

Confirmation of 30-Day Notice (For Office use only)

The estimated prorated rent from _____ to _____ will be \$ _____.

Lease Break fee, if applicable \$ _____

Please note this amount may change depending on what is deemed as the final accounting. Also, note you will remain responsible for any other amount or charge due under the Rental Agreement.

IMPORTANT: If your rent is set up for autopay through the Tenant portal with AppFolio, please be sure to go into your portal and change the rent amount to reflect the prorated amount. If this is not done, the system will take the FULL amount of rent from your account. Please know we do not have access to your Tenant portal and cannot change this for you.

If you are attempting to terminate the Rental Agreement for a specific term without following with a valid early termination clause, or if your notice fails to comply with Oregon Law in any respect, the Owner/Agent does not constitute an acceptance of the termination and does not relieve Tenant of all amounts due under the Rental Agreement.

Note: ORS 90.427(7) If the Tenant remains in possession without the Landlord's consent after expiration of the term of the rental agreement or its termination, the Landlord may bring an action for possession. In addition, the Landlord may recover from the Tenant any actual damages resulting from the Tenant holding over, including the value of any rent accruing from the expiration or termination of the rental agreement until the Landlord knows or should know that the Tenant has relinquished possession to the Landlord. If the Landlord consents to the Tenant's continued occupancy, ORS 90.220 (terms and conditions of rental agreement) (7) applies.

Will any Tenant continue to remain as a resident of the property? _____

If this is a roommate situation, it is highly recommended that each Tenant work out their portion of the Security Deposit amongst each other, as the Security Deposit will remain on file with us as long as the house is occupied. PLEASE NOTE: Any Tenant staying in the house will need to come into the Office and fill out an updated information form.

Reason for Vacating: _____

SEE BACK →

PLEASE NOTE: effective January 1, 2010, professional carpet cleaning and house cleaning will be ordered by our Office for all move outs. However, the more you are able to clean, the less work professional cleaners will have to do, meaning the more you may receive back from your Security Deposit. PLEASE NOTE: Ned Baker Real Estate does not make money off the items charged to you. The amounts charged will be direct bills from the independent Vendors scheduled and you will receive copies of all bills charged to your account, upon your final accounting. **Final accounting may include your final water bill because cities will find the Owner of the property liable for any amount of the bill not paid by you.**

When you move, we ask you to please take care of the following items:

1. Pay all outstanding utility bills and take service out of your name.
2. Notify Post Office of your new address.
3. If you need an extension, please notify us as soon as possible. (PLEASE NOTE: you will be charged a daily rate for any additional days PAST your initial move out date that we have not received keys.)
4. Upon leaving the property please DO NOT turn off or unplug any appliances.
5. Please see attached ledger for any unpaid charges still pending on your account. Please clear these charges up as soon as possible.

IMPORTANT: Upon turning in keys, a Move Out Release Form will need to be signed by ALL Tenants.

Tenant Signature: _____ **Tenant Signature:** _____

Tenant Signature: _____ **Tenant Signature:** _____

Date Management Received: _____ **Staff Signature:** _____
(If received by mail please attach envelope showing postmark date)

(Office use only)

INITIAL COPIES GIVEN TO TENANT

- _____ Copy of Tenant's 30-Day Notice signed
- _____ Tenant Vacancy Questionnaire
- _____ Deposit refund checklist