



Total Property Management

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SINCE 1976

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INTENT TO MOVE / PERMISSION TO SELL LEASE FORM

DATE: _____

In accordance with the provisions of the lease agreement that require a written 30-day notice if I move from the unit I am currently living in, prior to the expiration date of the lease, please note that I intend to move on: _____.

If my contract expires later than when I wish to sell my lease, I understand that I will be responsible for any remaining payments (rent, utilities, etc.) due through the period in section 2 of the contract, until an acceptable tenant has signed a new lease for the same period in section 2 AND paid the Security Deposit AND paid the first month's rent. New tenant monies must be paid two weeks before the date I move, or may be paid by certified funds anytime two weeks before the move date.

I understand there may be a contract sell fee taken out of my deposit in addition to the nonrefundable fee as stated in the Tenant-Owner Lease Agreement.

I understand that the apartment must be completely vacant and thoroughly cleaned on, or before, the date promised above, since another tenant may be scheduled to move in and take possession.

I understand that it is my responsibility to sell my contract. I understand that TPM, Inc. will try and assist me in selling my contract, but that their first responsibility is to advertise and sell openings not under contract.

I understand that I will contact my manager a few days prior to vacating to schedule a time for check out.

TPM, Inc. is hereby authorized to sell my lease.

NAME: _____

ADDRESS: _____

Phone #: _____

Signature

Date

FORWARDING ADDRESS:

