



**first
national
REAL ESTATE
Marylands**

Property Address: _____

Contact Details.(H) _____ (M) _____

Email: _____ (W) _____

Date Vacating: _____

Forwarding Address: _____

New Contact Detail: _____

Please read the following information carefully:

1.- I acknowledge that the premises will be offered for re-letting as from today's date and I shall cooperate in allowing access for FIRST NATIONAL MERRYLANDS to show prospective tenants. I hereby grant FIRST NATIONAL MERRYLANDS permission to use keys to allow access or supply current contact details to make appointments.

2. - I acknowledge that all keys must be handed to FIRST NATIONAL MERRYLANDS on the date listed above. I am aware that the rent will accrue until ALL keys & remotes are returned to: FIRST NATIONAL MERRYLANDS.

WE ASK THAT THE FOLLOWING ITEMS BE CLEANED OR COMPLETED BEFORE VACAITING:

- Carpet, flooring and tiling in general.
- Walls and ceilings – All marks removed
- Windows and windows sills inside and out (where possible)
- Bathroom including floor, shower tiles and glass, vanity, mirror and bath
- Built-in mirrors, shelves and draws
- Kitchen cupboards, draws be cleaned inside and out bench & tiling be wiped clean
- Oven, cooktop, grill, upright stoves and range hood /exhaust fan
- All doors to be dusted and marks removed (where possible)
- A/C filters Clothes dryer filters be dust cleaned (where applicable)
- Dishwasher to be cleaned including filters.
- Grass to be mown, edge trimmed and garden beds weeded (where applicable)
- Balconies/porch or verandas to be swept and hand rails cleaned
- All remotes and keys (including copies) to be returned
- All outstanding water usage to be paid (where applicable)
- All outstanding rent to be paid to the vacate date-PRIOR TO VACATING

The cost of repairing, replacing or cleaning items NOT left clean, tidy or in satisfactory conditions or in good working order will be deducted from the bond.

PRINT FULL

NAME(S) _____

DATE: _____ SIGNATURE(S) _____