Tel: 970.224.4446
Fax: 970.224.4488
1630 South College Ave
Fort Collins, CO 80525

ALL Property Services, Inc.

Tel: 970.613.4446
Fax: 970.613.4488
1113 N Cleveland Ave
Loveland, CO 80537

Residential, Commercial and HOA Property Management

NOTICE OF INTENT TO VACATE

I/we hereby give notice that I/we will vacate the house/apartment located at:_____, Unit #____ I/we will restore it to a **Clean**, **Undamaged**, **Rentable Condition** pursuant to the conditions of our lease agreement on or before _____, _____ at **12:00 pm Noon**.

Per the lease, carpets must be professionally cleaned after move out. Please check one of the below boxes:

☐ I will have the carpets professionally steam cleaned after move out and the sales receipt will be provided. **Please note, ChemDry method or Rug Doctor rental is not accepted as professional carpet cleaning**

☐ I would like All Property Services, Inc. to schedule carpet cleaning and deduct from the security deposit.

If you would like to schedule a move-out inspection with your property manager, you must call the office not less than 10 days before your move-out date to make arrangements for this inspection. Inspections are only done when you are completely out of the unit and are ready to turn in your keys. If you do not call to schedule an appointment, the inspection will be done at the convenience of the property manager.

Due to "Safer At Home" recommendations showings will not occur until tenants move out.

Y / N (circle) Pets? Please let us know if there will be pets in your property while we are showing.

Per the lease: ALL PROPERTY SERVICES, INC. has **SIXTY (60) DAYS** to return security deposit.

THE ADDRESS TO RETURN THE SECURITY DEPOSIT IS:

Address(es): _____
City: _____ State: _____ Zip: _____

Reason For Leaving: _____

☐ Check this box if you signed up to have monthly rent payments electronically withdrawn from checking or savings account. **You must have this box checked to Stop EFT withdrawals upon lease expiration**.

Printed Name	Signature	PHONE	Date
Printed Name	Signature	PHONE	Date
Printed Name	Signature	PHONE	Date

Property Manager Name _____ Signature _____ Date _____