

Platinum Properties, LLC and all its Affiliates

3800 Lakewood Drive
Phenix City, AL 36867
Phone: (334)408-6042 Fax: (334)291-8106

MOVE-OUT NOTIFICATION

_____ I acknowledge that I have received and understand the requirements for completing a 30 Day Notification with Platinum Properties, LLC and all its Affiliates. I further acknowledge that I will follow this procedure and agree to pay all fees associated with the tenant's failure to meet the requirements explained herein.

Date of Notice: _____

I (We), _____, (tenant/tenants)

Will be vacating the premises at _____
(Address)

On _____ 20____ @ _____ AM / PM.
(Date) (Time)

_____ I understand that the date and time of move-out must be provided on the Notification Form and scheduled with the office when the Notification Form is submitted. The date must be no less than 30 days from the date Notification Form is submitted.

_____ In the event my Move-Out Inspection needs to be changed, I will come into the office at Least 24 hours in advance. I understand that appointments are scheduled on Tuesday through Friday in consecutive order beginning at 8:30 a.m. EST through 5:00 p.m. EST. If I reschedule my Move-Out Inspection I am aware I could incur a \$100 fee. If the Inspector is unable to complete the inspection because I am not ready and did not re-schedule, I will incur a \$150 fee. Rents will be charged for every day the Move-Out Inspection is delayed after the Move-Out Date supplied on the Notification Form. If the property re-rents prior to my vacating, I will not be able to move my inspection and must complete the move out process. **Inspections cannot be completed on Sundays.**

_____ I understand I am responsible for rent through the date of the Move-Out Inspection. Rent must be paid in full according to the terms of the Lease. Any proration will be done after the Move-Out Inspection date and any refund will be returned with deposit. During the Notification Period, failure to pay rent according to the terms of the Lease will result in collection action.

_____ I understand that I will not forfeit my security deposit unless there are discrepancies found during my Move-Out Inspection. Amount of discrepancies will be deducted from my security deposit. I will receive notice of my security deposit deductions/refund within 30 days of my Move-Out Inspection. In the event I am disputing anything from this list, it should be submitted in writing as a reply to Platinum Properties, LLC and all its Affiliates - 3800 Lakewood Dr, Phenix City, AL 36867. **I also understand that I will need to keep ALL utilities on until Move-Out Inspection is completed.**

_____ I understand that Platinum Properties, LLC and all its Affiliates may request to show the rental property, in an effort to re-rent it, upon an attempted 24 hour courtesy call. Please provide accurate numbers below for this purpose.

Accepted By: _____
Tenant Signature Tenant Signature

Forwarding Address/Contact Information:

Home Phone Work Phone
Cell Phone Other Phone

Email Address: _____