

Cycle Real Estate, Inc.  
115 McCormick St. NE  
Olympia, WA 98506

For Cycle Real Estate, Inc.'s use only:

Property Code: \_\_\_\_\_

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Gave Move-Out Instructions: \_\_\_\_\_

Date: \_\_\_\_\_

### MOVE-OUT NOTICE

I, \_\_\_\_\_ will be vacating on

Date: \_\_\_\_\_, the property is

Located at: \_\_\_\_\_

**\*FORWARDING ADDRESS REQUIRED\***

My forwarding address is: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact number, should we need to contact you: (\_\_\_\_) \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

***Please note the following*** - as per the Washington Landlord Tenant Act:

**Cycle Real Estate, Inc. must receive your vacating notice, 20 days prior to the end of the month.** All rental keys given to you upon move-in, must be returned to Cycle Real Estate, Inc.'s office *by 9:00 a.m. on the first business day of the new month, or you will be responsible for the next month's rent.* The unit is to be considered vacant when all keys have been returned to the office of Cycle Real Estate, Inc.

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_