

# ACKNOWLEDGMENT OF RESIDENT'S NOTICE TO VACATE

To Resident(s): \_\_\_\_\_  
(List all adult occupants)

Premises: \_\_\_\_\_  
(Address, Apt #, City, State, Zip Code)

1. Landlord acknowledges receipt of your Notice to Vacate, dated \_\_\_\_\_.
2. Your tenancy will terminate on \_\_\_\_\_. (Either the date stated in the Notice or 30 days after receipt by Landlord of your Notice).
3. Return keys to Landlord upon vacating to prevent further charges. Remember to leave all keys (door, mailbox, gate, laundry room, etc.) and your forwarding address.
4. Reminder: California law further provides that the Landlord may show the premises to prospective residents upon reasonable notice.
5. YOU ARE FURTHER NOTIFIED that you may request an optional pre-move out inspection and you may be present at the inspection. The inspection must be performed no earlier than two (2) weeks prior to move out. To schedule an appointment, please call \_\_\_\_\_.

Note: You are required to return the premises to the Landlord in the same condition as it was received except for ordinary wear and tear. To the extent permitted by law, any repairs initiated by Resident are to be performed by Landlord-approved vendors. Written list will be provided upon request.

6. **Please note that you cannot apply the security deposit toward your last month's rent. Rent is payable through the date of termination of tenancy. Rent is due on the normal due date, prorated to the end of your tenancy.**

From: \_\_\_\_\_ to \_\_\_\_\_ (for \_\_\_\_\_ days at \$\_\_\_\_\_ per day) equals \$\_\_\_\_\_.

7. If you plan to discard any belongings, please contact your local Environmental Services Bureau Hotline to schedule. A failure to remove all personal property and leave the premises clean and undamaged (normal wear and tear excepted), will result in deductions from your security deposit.

Date: \_\_\_\_\_  
Owner/Agent