

# Costigan Hills Real Estate

Shop 12, 216 Farnham Road, Quakers Hill [www.hillsrealestate.com.au](http://www.hillsrealestate.com.au)

Phone 02 9626 3333 Fax 02 9626 3176 [rentals@hillsrealestate.com.au](mailto:rentals@hillsrealestate.com.au)

## Intention to Vacate

Costigan Hills Real Estate  
Shop 12, 216 Farnham Road  
Quakers Hill NSW 2763

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

Attn: Property Management Department

Dear Sir/Madam,

I/We, \_\_\_\_\_ the tenants residing at  
\_\_\_\_\_ hereby wish to give 21  
days notice of our intention to vacate the property on \_\_\_\_\_.

I/We understand rent must be paid up until and including the day I/We hand in keys to your office.

I/We acknowledge that the property will now be available for inspection by prospective tenants and that we will be given up to 24 hours notice of any inspection.

Our forwarding address will be:

\_\_\_\_\_

If you require any further information, we can be contacted on the following numbers:

\_\_\_\_\_

Kind Regards,

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Signed: \_\_\_\_\_