



30-Day Notice of Intent to Vacate

Tenant's Name: _____

Property Address: _____

Forwarding Address: _____

Lease Expiration Date: _____ Date to Vacate: _____

Reason for leaving: _____

Lease Completed: Yes No, reason to break lease: _____

Security deposit refund payable to _____ (tenant's name),
_____ (email) _____ (mobile number)

Please email notice to management@eProNet.com to confirm receipt. You are required to complete direct deposit refund information for security deposit refund within 15 days of vacate date. If you do not complete direct deposit refund bank information, we will mail the refund to the forwarding address.

Direct Deposit Refund Instructions: Log in to Resident Center > My Account > Refund Settings and select Direct Deposit Refunds to enter your bank account information and forwarding address.

Please review the following cleaning requirements and other pertinent information for the return of your security deposit:

Tenant must complete their lease and submit a 30-day written notice of intent to vacate or renew to eProNet Management; otherwise, if Tenant fails to provide such notice, Tenant shall be deemed to be holding-over on a month-to-month basis until 30 days after such notice. This notice is legally binding and the management may pre-lease the property at any time after this notice is given.

Tenant must follow the enclosed move out cleaning requirements. The management shall be the sole determiner of the cleanliness and will charge for each item which does not meet our cleaning standards and be left ready for a new Tenant. Tenant will be charged, or a deduction will be made from the security deposit if applicable, for repairing, cleaning, or painting of the

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premises beyond what is considered normal wear and tear under normal circumstances. Tenant will be charged a 10% service charge to the total cost of repairs.

Any damages done to the premises or its furnishings will also be charged against the Tenant's security deposit and bill the tenant if the damage is more than the security deposit. Cigarette burns, broken windows/glass or screens, carpet stains, chips on appliances, or damage to window coverings will be assessed on an individual basis.

The premises will not be inspected until the resident has vacated from the premises and completed all of the above requirements. At that time, one of the office personnel shall inspect the unit for move out inspection. After all the keys have been returned, the account will be closed out and the return of any deposit will be made by Landlord within thirty (30) days of termination.

We do give eProNet Management permission to dispose of all furniture, personal items and any other possessions left at the address as of the date to vacate above. We take full responsibility for the possessions that were left on the premises and We give permission for the staff at eProNet Management upon returning of my keys to eProNet Management, to dispose of everything without any further responsibility to eProNet Management staff for doing so, since we are giving them the right to do so by signing this agreement. We do not want anything left in the premises upon returning all keys to eProNet Management.

We do realize that we are responsible for paying for a 30-day written notice even though we may return all keys before the 30-day notice expires.

We have received the move-out cleaning requirements. Any questions regarding lease breaks, insufficient notice, deposit refunds, etc. have been explained to us.

The undersigned Tenant understands if we fail to fulfill the terms of their obligations, the Landlord and/or Landlord's Agent can submit a negative credit report to credit-reporting and collection agencies.

All information contained within has been read and understood by the below signees:

_____ Tenant's Name	_____ Tenant's Signature	_____ Date
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_____ Tenant's Name	_____ Tenant's Signature	_____ Date

Move-Out Cleaning Requirements

The cleaning requirements in your unit affect the disposition of your security deposit when you vacate. Your unit must meet our cleaning standards and be left ready for a new tenant. The following checklist is provided to aid you in cleaning your unit.

KITCHEN

1. Hood, exhaust fan and filter clean and grease free
2. Oven door and oven interior cleaned
3. Clean drip pans, chrome rings, broiler pan and under the burners
4. Defrost refrigerator, empty ice cube trays, vegetable drawer, clean exterior and interior, dry inside and out leave door open
5. Clean behind and under refrigerator
6. Clean all cabinets, shelves, drawers, cutting boards and counter tops, remove all shelf paper, towel holders and cup dispenser
7. Clean and polish all chrome, faucets and light fixtures
8. Floors clean and dry

BATHROOMS

1. Tile, tub and shower enclosures/door thoroughly cleaned and free of mildew or mold
2. Toilets and sinks thoroughly cleaned and free of mildew or mold
3. Medicine cabinet cleaned and mirrors polished
4. Baseboard molding and floors clean and dry
5. All fans, fixtures and light shades cleaned and polished
6. Clean all cabinets, shelves, drawers

GENERAL

1. Remove all smudges and fingerprints from doors and woodwork
2. Clean all electric outlets, light switches, light globes, etc.
3. Clean all closets and clean shelves
4. Clean all screens with vacuum, also windows tracks and sills
5. Clean windows inside and out
6. Sweep patio and balcony and remove all debris
7. Carpet must be thoroughly vacuumed and professionally shampooed. Carpets and drapes must be professionally cleaned.
8. Clean drapery rods
9. Clean/replace furnace and/or air conditioning vents and filters
10. Replace missing or broken light bulbs, filters, smoke detector batteries, doorstops
11. Properly dispose of all trash and cleaning materials
12. Landscape areas are to be neatly mowed, trimmed, pruned, fertilized, & watered. Remove all trash, debris, & grease. Pick up and remove any animal droppings whether you have an animal or not.
13. Return all key(s) including door, mailbox, community, storage, gate card and garage remote.