

### 30-Day Notice To Vacate

This is to notify Balfour Beatty Communities that I (we) will vacate quarters at the following address: \_\_\_\_\_

which is a 3 - 4 Bedroom on \_\_\_\_\_ (date) for the following reason:

\_\_\_\_\_

The date given above is a DEFINITE VACATING DATE, and Balfour Beatty Communities is hereby authorized to pre-lease the premises to a prospective resident.

I (we) understand that if the premises are not vacated as described above, the applicable provisions of the Lease will apply and I (we) may be responsible for additional rent as well as any loss or damages suffered by Balfour Beatty Communities or by a new resident deprived of possession.

I (we) understand that the giving of this notice does not relieve me (us) of any liability that I (we) may have under (our) Lease agreement.

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

Rank: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Forward Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resident(s) Signature: \_\_\_\_\_  
\_\_\_\_\_

Notice to Vacate Received:

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

By Leasing Specialist: \_\_\_\_\_

**Pre-Inspection**

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

Time: \_\_\_\_\_

**Final Inspection**

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

Time: \_\_\_\_\_