



Tenant's 30-Day Notice To Vacate

Please email completed form to:
FrontDesk@ipmg-inc.com

Eugene Area tenants also address
email to EugeneAdmin@ipmg-
inc.com

Date _____ Property Name _____
Unit # _____ Address _____

Name of All Tenants Residing in Unit: _____

Check box if roommate(s) staying

If Not all Residents are moving out; please list those tenants that are moving out:

I/We, the tenant(s) of the above listed rental property, hereby give at least 30 days notice to vacate the premises according to the Oregon law. I/We will be vacating the premises on: _____
It is agreed that possession of the premises will be delivered, with return of keys, to the management on that date.

All tenants agree that failure to return keys to the management will result in a daily rental rate charge that will be charge to all past tenants and/or deducted from the security deposit during the final accounting process.
All tenants also agree to show the rental unit to prospective renters during reasonable hours with a 24-hr notice of entry

Deposit: The security deposit is not to be construed or treated by tenant as a last month's rent. The security deposit will remain with the unit until rental unit is vacated 100%. One refund check will be sent out with ALL tenant(s) name(s) on it to one forwarding address; unless we get written instructions from all tenants as to how it is to be split and where it is to be mailed to.

Contact email: _____ Reason for leaving _____

Forwarding address: _____

Tenant	_____	phone #	_____	Date	_____
Tenant	_____	phone #	_____	Date	_____
Tenant	_____	phone #	_____	Date	_____
Tenant	_____	phone #	_____	Date	_____

Note: A confirmation of receipt of 30-day notice as well as a cleaning check list, will be mailed out to you within two weeks of receipt of this 30-day notice. You can also download the cleaning check list from our website under the 'forms' tab. If you do not receive these notices with your pro-rated rent amount please contact our office immediately so we can follow up in writing with you. Thank you for renting from IPMG, Inc.!