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## 21 DAYS NOTICE TO VACATE

(Note: 21 days starts from the day this letter is received in our office)

DATE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TENANT(s) NAME(s): \_\_\_\_\_

PHONE NO: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

I/We give notice to vacate the above premises by 4.00 pm on: \_\_\_\_\_

My forwarding address will be: \_\_\_\_\_

Reason for Leaving Property: \_\_\_\_\_

\* I/We agree that inspections are made (with the agent in attendance) for prospective tenants.

SIGNED: \_\_\_\_\_ / \_\_\_\_\_

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Please note final inspections will not be completed on a weekend day or Statutory Holiday

<p><b>OFFICE USE:</b> <i>Office Use:</i> <i>Final Inspection Date loaded Palace:</i> <i>Final Inspection Date noted in diary:</i> <i>Owner Informed:</i> <i>Property Re-Advertised:</i></p>
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