# Self Storage \& The Archive Center 

## Notice of Intent to Vacate

Tenant name: $\qquad$
Tenant address: $\qquad$

Unit \#: $\qquad$ Date of termination: $\qquad$

## Please read conditions of termination as listed below.

Paragraph 20 of Lease Agreement: "Ten days written notice given, in advance, by Operator or Occupant to the other party will terminate this tenancy, otherwise, this month to month tenancy will automatically renew on the 1st day of each month. Failure of Occupant to give 10 days written notice will constitute a penalty of $\$ 25$. Occupant must completely evacuate the space, leaving the space broom clean and in good condition, and must remove its lock. A unit left with a lock in place will continue to incur rent. Occupant is responsible for all damages to the rented space or facility. Operator may dispose of any property left in the storage space or on the storage facility by Occupant after Occupant has terminated his or her tenancy. Occupant will be responsible for paying all costs incurred by Operator in disposing of such property. If the abandoned property or any part is sold by Operator, the Operator may receive and retain the proceeds of the sale and apply the same at its option against the expenses of re-entry and sale, the cost of moving and storage, any arrears of basic rent, and additional charges and any damages which the Operator may be entitled to under this agreement and Vermont law."

Tenant signature: $\qquad$ Date: $\qquad$

Please fax form to Easy Self Storage at 802-863-8311.
(For office use only)
$\qquad$ Date notice received: $\qquad$

