

# **NOTICE OF INTENT TO VACATE**

(to be sent to facility at least 10 days prior to vacating)

VOID AFTER 30 DAYS

Are you an **AUTO BILL** customer?  Yes  No

I \_\_\_\_\_ hereby give notice that I will be vacating

Unit # \_\_\_\_\_ by \_\_\_\_/\_\_\_\_/\_\_\_\_.

**I understand the following:**

- I understand there are **NO RENT REFUNDS**.
- Stop in the office to see if any monies are owed on my unit before moving out.
- Remove **all** belongings from unit.
- Clean and sweep unit
- Remove lock from unit (**FAILURE TO REMOVE LOCK COULD RESULT IN ADDITIONAL RENT BEING CHARGED**).

## **OLD ADDRESS**

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**Phone:** \_\_\_\_\_

## **NEW ADDRESS**

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**Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Reason for moving out:**

- Moving to new home/apt.
- Moving out of state
- Moving to a business
- Moving to another facility. Please state why? \_\_\_\_\_
- Other \_\_\_\_\_

How would you rate your self storage stay?  Very satisfied  Satisfied  Dissatisfied

Comments about the staff or any other comments: \_\_\_\_\_

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