



26 Walker Drive  
Charlottetown, PEI C1A 0J1

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## NOTICE TO VACATE

Tenant's Name \_\_\_\_\_  
Address \_\_\_\_\_ Apt.# \_\_\_\_\_  
Home Phone# \_\_\_\_\_ Work Phone# \_\_\_\_\_  
Vacancy Date: \_\_\_\_\_  
Forwarding Address: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Signature of Lessee(s): \_\_\_\_\_

## OBLIGATIONS OF LESSEE

All Tenants, even those who have reached the end term date of their lease, are obligated to do the following:

1. Your notice to vacate must be given, in writing, 30 Days prior to your leaving, on or before the first day of the month, to vacate the end of the following month. Without this notification, rent will be charged in full for the following month. (for example, if you plan to move out Dec.31, you would have to have your notice to us on or before Nov.30)
2. You must clean the stove, oven and burners.
3. You must clean the fridge, unplug it, and leave the door open.
4. We will give you 24 hours notice either in writing or verbally to show your apartment.
4. Please close all windows and leave the thermostat at seasonal level.
5. Please give your forwarding address to the post office – we cannot retrieve mail after you have turned in your keys. Our office will coordinate the key return with you. Do not leave keys in your apartment.
6. All keys provided at move-in must be returned to the office no later than the last day of the month you are vacating. Rent will continue to be charged on a daily basis until all keys are received.
7. You must leave the apartment the way you found it when moved in, other than normal wear and tear. This means vacuuming and thoroughly cleaning the tub, sinks, and toilets, etc. You will be charged an hourly rate for the use of our cleaner, should it not be found to be in the same condition.
8. Please remove anything that does not belong to Bevan Enterprises Inc. when you vacate the apartment.

Tenant initials: \_\_\_\_\_

Notice received by: \_\_\_\_\_

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