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# EARLY MOVE-OUT OPTIONS

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(A Move-Out Packet should be given with this form)

**Option #1: Continue to pay rent until your lease ends**

The tenant can move out but continues paying rent, utilities, and follows the terms of the lease until the end date. This option works best for tenants who need to move out a month or two early.

**Option #2: Pay the Lease Buy-Out**

This option allows the tenant to move out without penalties or collections for the remainder of the lease.

- Pay Lease Buy-Out amount as outlined in your lease (Typically equal to 3 months rent), plus an additional \$685 to cover the turnover service.
- Follow the instructions in the Move-Out Packet
- Deposit will be refunded as outlined in lease and Move-Out Packet
- You will not be charged for additional rent or penalized for moving out early

**Option #3: The “Re-Rental Program”**

With this option the tenant pays \$350 to enroll in this program. The tenant continues to pay rent and utilities until a qualified applicant signs and begins a new lease. The following rules apply:

- The property and lease terms are listed for rent on the property manger’s website. You can also advertise it and you should cooperate with showings. Understand that you are only showing the unit and **all questions should be directed to your property manager.**
- Tenant agrees to follow the instructions in the Move-Out Packet. It is important that the tenant leaves the property in excellent condition for it to rent quickly. If the unit is not in excellent condition the tenant agrees to pay for necessary work as outlined in the Move-Out packet.
- Tenant continues to pay rent and utilities until a qualified applicant takes possession (there may be a 3-4 day turnaround period between tenants that you will be responsible for).
- Any charges left unpaid for more than 30 days will be sent to a collection company and an additional 33% to 50% will be added for any collection or attorney costs incurred by the property manager.

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**Tenants who need to move out early and do not want to be penalized need to complete this form and return it to your property manager for approval.**

**\*\*\* I understand that the terms of the lease for the new tenant will be determined by the property manager and posted on the website. I am not to discuss rent, pets, deposit or other lease related terms with people who are looking to re-rent my unit.**

I \_\_\_\_\_ at \_\_\_\_\_ choose Option # \_\_\_\_\_ and agree to terms above.  
(Tenant Name) (Address)

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Manager Signature

\_\_\_\_\_  
Date

[Type text]