

Cycle Real Estate, Inc.  
1014 4<sup>th</sup> Ave E  
Olympia, WA 98506

<b>For Cycle Real Estate, Inc's. use only:</b> Property Code: _____ Date Received: _____ Received by: _____ Gave or Sent m/o instructions: _____
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Date: \_\_\_\_\_

### MOVE-OUT NOTICE

I \_\_\_\_\_ will be vacating the property  
located at: \_\_\_\_\_,  
on (date of vacating) \_\_\_\_\_.

\*\*\*\*\***FORWARDING ADDRESS REQUIRED**\*\*\*\*\*

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

Contact number should we need to contact you about your move-out. (\_\_\_\_\_) \_\_\_\_\_

Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please note:**

Cycle Real Estate, Inc must receive your vacate notice, 20 days prior to the end of the month.  
All rental keys given to you upon move-in, must be returned to Cycle Real Estate, Inc.'s office by 9:00  
a.m. on the first business day of the new month or you will be responsible for the entire month's rent.

The unit is to be considered vacant when all keys are returned to office of Cycle Real Estate, Inc.

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_