Name: _____   Date: _____

Address: _____

Unit(s): _____

Notice of Intent to Vacate

To Whom It May Concern:

You are hereby advised that the undersigned is giving the required Fifteen (15) Business Day Notice and will vacate the storage unit(s) listed above by _____. I agree that I will leave the unit swept, empty, in good condition, and UNLOCKED. I understand that a Clean Unit Fee and Damage and Repair Fee may apply otherwise. If I fail to vacate by the above date, I will give notice to the manager that I would like to retain my unit until a later date. Should the unit not be completely emptied, I will be assessed a $250.00 fee if you have to dispose of anything I leave behind that requires going to the dump and pay a fee.

_____

Tenant Signature

_____

Tenant Name

_____

Street

_____

City, State, Zip

Manager's Inspection of Vacant Unit

I, the undersigned, give notice that the above listed unit is vacant and that said vacancy was discovered:

[   ]   Clean, swept, and empty with no **LOCK** on it.

[   ]   With miscellaneous trash, debris, and or abandoned with no lock.

[   ]   With miscellaneous trash, debris, during the course of normal collection procedure when lock was cut.

[   ]   Empty during the course of normal collection procedure when lock was cut.

[   ]   Emptied during the course of normal auction procedures. Amount collected during auction was $_____.

[   ]   Transferred to unit number _____ with a credit of $_____.

            Rent paid to <u><PAIDTO></u>   **Amount Due** $_____

We would like to Thank you for choosing <COMPNAME> for your self-storage needs! We sincerely appreciate your business and hope that your experience with us was a pleasant one. Our goal is always to provide the best service so that our customers are happy. That's why we value your feedback!

We would love to hear from you online! If you feel we've provided a great value or would like to leave us feedback, please do so on google.com, yelp.com, and/or www.storage910..com.

We hope that you will consider us for all of your self-storage needs in the future!

Sincerely,

Ed La Forge,

Manager