

**30 Day Notice of Intent to Vacate and Right to Request Pre-Move Out Inspection**

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

I/We: \_\_\_\_\_

\_\_\_\_\_  
List all tenant(s)

will be vacating # \_\_\_\_\_ located at \_\_\_\_\_

in the city of \_\_\_\_\_, CA Zip \_\_\_\_\_

Will be vacating on/or before \_\_\_\_\_ 20 \_\_\_\_\_

*If you are vacating prior to your lease termination date, rent payments are still your responsibility until a new tenant takes possession of the apartment or the end of the Lease term. If applicable, a lease termination fee may apply.*

Resident(s) are hereby notified of their legal right to request a Pre-Move Out Inspection of the premises. Residents(s) may be present at the Pre-Move Out Inspection, however, the inspection shall proceed whether Resident(s) are present or not. Owner/Agent will perform inspection after giving tenant at least 48 hours notice of the date and time of the proposed entry, unless such notice has been waived, with the purpose of preparing an itemized statement for: 1)Cleaning, 2)Damage Repair, 3) Personal property or appurtenances, or return any personal property as itemized by Owner/Agent. Resident(s) may request a mutually acceptable date and time for the inspection. However, inspection must take place no earlier than two weeks prior to termination of tenancy. After Pre-Move Out Inspection, Residents(s) shall have the option to remedy any damage or uncleanliness in the premises and to restore, replace, or return of any personal property or appurtenances in the premises. If Resident(s) chooses to do so, Resident(s) shall have the obligation to hire licensed and insured professionals, approved in writing by Owner/Agent in advance of any work done in the premises. All work shall be at Resident(s) sole expense, and Resident(s) will hold Owner/Agent harmless therefore and provide Owner/Agent with release from such individuals evidencing full payment for any such repair or cleaning work. The fact that Resident(s) undertake to remedy any condition noted herein does not in itself relieve Resident(s) obligation to pay for further cleaning and/or repairs should Owner/ Agent, in good faith, reasonably determine that additional cleaning and/or repairs are necessary to bring the Property/Unit to a condition deemed suitable by Owner/Agent to be offered to subsequent tenants.

**Tenant must select one of the following:**

- \_\_\_\_ Resident(s) waives the right to have a Pre-Move Out Inspection of the premises.
- \_\_\_\_ Resident(s) is requesting Pre-Move Out Inspection of premises and would like to be present.
- \_\_\_\_ Resident(s) is requesting Pre-Move Out Inspection, but will not be present.

I/We would like to schedule the Pre-Move Out Inspection (Optional) on \_\_\_\_\_,  
(within the last two weeks of my move-out date) and the Final Inspection on \_\_\_\_\_.

Keys may be returned to the Inspecting Agent at the Final Inspection or delivered to the office on or before scheduled Final Inspection. There is an \$80.00 fee, if keys are not returned to Kramer Investment Corporation.

**POWER AND WATER MUST BE ON FOR MAINTENANCE TO DO FINAL INSPECTION. TURN ON FEES FOR THE INSPECTION WILL BE CHARGED TO TENANT IF SERVICES ARE OFF.**

**Would you like to schedule a professional carpet cleaning? Y/N (Circle One)**

If yes, we contract with a Professional Carpet Cleaning Service after you have vacated the apartment. If no, you must have it professionally cleaned, and provide a receipt.

**Would you like to schedule a professional cleaning? Y/N (Circle One)**

If yes, we contract with a Professional Cleaning Company after you have vacated the apartment. If no, you must have the apartment cleaned for the Final Inspection.

**Forwarding Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**Email:** \_\_\_\_\_

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landlord Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Upon receipt of this form, Owner/Agent will contact Resident(s) to schedule date and time of inspections, should Resident(s) request to be present for inspection.

The requested Pre-Move Out Inspection and Final Inspection of the above mentioned rental property has mutually been agreed to be as follows at said property:

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
(Pre-Move Out Inspection)

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
(Final Inspection)

Management Use Only