

WESTMORE APARTMENTS
Premium Living at Affordable Pricing!

EARLY LEASE TERMINATION POLICIES

THE FOLLOWING TERMS AND CONDITIONS ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.

Westmore Apartments, only through the current early termination policy, will allow residents to terminate their lease. By law, if not for this policy, no terminations are allowed in the written lease. This policy, until signed by Management, can be changed or withdrawn at any time. Westmore Apartments will consider approval for a resident to terminate their lease early only when the following conditions are agreed to:

1. The resident is current on all rent, late fees, and other charges.
2. Resident may terminate lease due to any personal reason, providing all termination procedures are followed as written here.
3. The **“Lease Termination Agreement”** and **“Notice to Vacate”** form must be received by the Westmore office thirty (30) days prior to the Resident vacating the apartment, signed by all leaseholders, and accompanied by the payment of a lease termination fee. The Resident is also responsible for the rent for these 30 days, whether the apartment is occupied or not.
4. A Lease Termination Fee equal to \$1,850.00 must be paid by the Resident and is due and payable with the written “Lease Termination Agreement” and “Notice to Vacate.” If the Lessee is the providing Lessor with 30 or more days advance notice and will occupy the apartment during this period, a personal check may be accepted for the Lease Termination Fee. If the Lessee provides less than 30 days advance notice, the Lease Termination Fee may be paid only with a cashier's check or money order.
5. “Notice to Vacate” form must be turned in with this form. The vacate date must be on the closest Sunday to the 30 day requirement. Due to this requirement, the vacate date may be a few days short or long of the 30 days depending on the notice date. This requirement is to allow management to prepare your apartment a quickly as possible for another move-in.
6. Resident is required to repay all concessions received in the current lease calendar year. Once you submit the notice to terminate your lease you are no longer eligible for any future concessions.
7. Resident is required to repay the prorated value of any resident referral paid to an existing resident at time of move-in.

Upon the Resident(s) satisfying the above conditions, the Lessor agrees to waive any further obligation for rent monies due for the balance of the term of the Lease Agreement. Lessor reserves the right to collect for any and all damages that exceed the amount of the security deposit including any court costs and attorney fees. Notification of delinquency will be reported to all credit reporting services.

I/WE WILL BE VACATING MY/OUR APARTMENT ON _____.
(VACATE DATE MUST BE ON A SUNDAY)

REASON FOR MOVING: _____.

Resident Signature

Date Signed

Resident Signature

Date Signed

Agent for Westmore Apartments

Date Signed

For Office Use Only

DATE RECEIVED BY WM MANAGEMENT _____ FAXED DROP BOX GAVE IN PERSON WM INITIALS _____

Termination Fee Paid \$ _____ Check# _____ Date Paid: _____

Concession Reimbursement \$ _____ Check# _____ Date Paid: _____