

NOTICE OF INTENT TO VACATE ADDENDUM

I understand that once I submit the written *Notice of Intent to Vacate*, my apartment will be placed on a unit availability list that allows new renters to lease my apartment upon my lease expiration date. I also understand that if I decide I would like to renew my current lease and stay in my apartment after the *Notice of Intent to Vacate* has been submitted that it may be possible **only if the apartment has not been re-rented.**

Note: If your apartment has been rented and you decide to renew your lease after your written *Notice of Intent to Vacate* has been submitted, our leasing department will contact the pending resident to see if we can accommodate him/her with another apartment. Only if a similar style apartment is available and the pending resident agrees will we change their unit selection. We cannot guarantee that any apartments will be available at any time. **Please only submit your *Notice of Intent to Vacate* if you are certain that you will move out of your apartment.**

All leaseholders must sign this Notice of Intent to Vacate Addendum.

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

FOR OFFICE USE ONLY:

DATE RECEIVED BY WM MANAGEMENT _____

FAXED DROP BOX GAVE IN PERSON

WM INITIALS _____