



# Tenant Move-Out Information and Clearance Form

To: **Dodge Area LLC** (Landlord)

From: \_\_\_\_\_ (Tenant)

Re: Lease concerning the Property at

**231 Washington Street, Unit \_\_\_\_\_ (Unit #), Salem, MA 01970**

**A. Tenant's Notice of Intent to Vacate:** The above-referenced lease ends on \_\_\_\_\_ (date).  
Tenant will vacate the property on \_\_\_\_\_ (Move-out Date).

### MOVE-OUT REMINDERS

1. Return all keys, garage door openers, mailbox keys, and other access devices to the Landlord by the Move-out Date.
  2. Provide written notice of Tenant's forwarding address. If known at this time, please provide below.
- | Street  | City | State | Zip |
|---|------|-------|-----|
| 3. Leave the Property in a clean condition, free of all trash, debris, and any personal property.   |      |       |     |
| 4. If Tenant's Move-out Date changes, Tenant must notify Landlord immediately and obtain Landlord's approval.   |      |       |     |
| 5. Tenant must comply with any other Landlord Move-out requirements.  |      |       |     |
| 6. If Tenant fails to vacate by the Move-out Date, Tenant will be liable for any holdover rent as specified in Paragraph 28 of the Lease.                 |      |       |     |
| 7. Landlord's right to place a sign on the Property, show the Property, or place a key box on the Property applies pursuant to Paragraph 17 of the Lease. |      |       |     |

Tenant acknowledges that Tenant remains obligated under the Lease until the Lease is terminated.

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

### *Landlord's Acknowledgment of Receipt*

*Landlord acknowledges receipt of this notice.*

\_\_\_\_\_  
Signature Date