

# Dakota Commercial & Development Co.

## 30 Day Notice to Vacate

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

Lease Expiration: \_\_\_\_\_

Current Address: \_\_\_\_\_

Reason for Moving (select one):

- \_\_\_ Moving out of area
- \_\_\_ Moving to another Dakota Commercial Property
- \_\_\_ Rent too high
- \_\_\_ Need more space
- \_\_\_ Need a more convenient location

- \_\_\_ Building too loud/don't get along with neighbors
- \_\_\_ Medical Necessity
- \_\_\_ Renting a house
- \_\_\_ Buying a house
- \_\_\_ Other (please specify): \_\_\_\_\_

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

do hereby give notice to vacate the Property stated above. **I/We do acknowledge that I/we are responsible for rent through our move-out date (at least 30 days from the day this notice is received by Management), or until the end of my/our Lease period, whichever is longer.**

I/We will be completely moved out and will turn in the keys to a Dakota Commercial & Development Co. representative no later than \_\_\_\_\_. **If Tenant(s) fail to turn in keys and garage opener(s) on or before the approved move-out day, Tenant(s) will be charged to change all locks and rent up to the day the locks are changed.** Any changes to the move-out date must be submitted in writing to Management for approval. I/we understand that if I/we choose to forego the checkout appointment, I/we have no recourse in disputing the deposit returned should Dakota Commercial feel additional cleaning/maintenance necessary for re-rental. **Once you have submitted your notice to vacate, your tenant status changes from "current" to "notice" and any recurring electronic payments you have set up will be deactivated. Rent payments due after submitting your notice to vacate must be made manually.**

### Mail Security Deposit/Damage Disposition To:

Name: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_

### Roommate Forwarding Address:

Name: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_

### Roommate Forwarding Address:

Name: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_

### Roommate Forwarding Address:

Name: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email address: \_\_\_\_\_

\_\_\_\_\_  
(Resident) (Date Signed)

\_\_\_\_\_  
(Resident) (Date Signed)

\_\_\_\_\_  
(Resident) (Date Signed)

\_\_\_\_\_  
(Resident) (Date Signed)

\_\_\_\_\_  
(Management) (Date Signed)

Dakota Commercial & Development Co.  
Office: (701)-772-3101  
Fax: (701)-772-2654

### For Office Use Only:

Approved Move Out Date: \_\_\_\_\_

Prorated Rent Amount: \_\_\_\_\_

**Move out Inspection Date/Time:** \_\_\_\_\_ **Completed By:** \_\_\_\_\_