



Lease Renewal Request Form

Your lease agreement at the property is due for renewal. Please complete this form & send it back to the office **within 7 days** so we can discuss your request with the owner.

Property Address: _____

Tenant Name: _____

Lease Expiry Date: _____

Please circle **ONE** of the numbers below:

1. FIXED TERM TENANCY

I / we would like to remain on a Fixed Term Tenancy for a further _____ months.

2. PERIODIC TENANCY

I/we would like to remain as Periodic tenants.

(This means that you can give 21 days' notice in writing to vacate at anytime or alternatively the owner may give you 60 days notice in writing to vacate or 30 days if the property is sold) **PLEASE PROVIDE THE REASON AS TO WHY YOU ARE REQUESTING A PERIODIC LEASE**

3. VACATING

I/we hereby give 21 days written notice of my/our intention to VACATE the above property on _____.

My/Our reasons for vacating are:

Signed: _____

Signed: _____

Update Details:

Postal Address: _____

Mobile: _____

Mobile 2: _____

Email: _____

Current Employer: _____

Current Employer Address: _____

Current Employer Phone Number: _____