



BUYING. SELLING. LEASING. LIVING

## EARLY RELEASE PROCEDURES

If for any reason you need to exit your lease prematurely the following will apply.

- 1) You will need to pay the fee stipulated in your lease on page 12, sect 4.  
This fee is typically 100% of one month's rent. This fee is due prior to Sienna Properties marketing the house for rent or releasing you from your contractual obligation.
- 2) You are responsible for the remainder of your lease until the property is re-rented. This includes any rents owed until a replacement moves in.
- 3) You are responsible for maintaining all utilities, lawn care, and general upkeep.
- 4) Once a suitable replacement is found all keys and garage remotes must be returned to our office and the property will be inspected on a final walkthrough.
- 5) Minus any deductions for cleaning, repairs, outstanding rent, or other fees due, your security deposit will be returned to the forwarding address you supply our office within 30 days after the new tenant takes possession of the property.

Needed Information:

Property address: \_\_\_\_\_ Date vacating: \_\_\_\_\_

Best contact number for showings: \_\_\_\_\_

By signing this form you agree to the terms above and authorize Sienna Properties to place a lock box and sign, advertise, and show the property. The fee stipulated in your lease will be charged to your account for payment.

Tenant \_\_\_\_\_ Tenant \_\_\_\_\_ Tenant \_\_\_\_\_

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