



Official Notice to Vacate

Carlson Properties, LLC

Tenant Information

Tenant Full Name(s): _____

Rental Property Address: _____

Phone Number: _____ Email: _____

Move-Out Details

Intended Move-Out Date: _____

Forwarding Address (for Security Deposit): _____

Tenant Acknowledgment

I hereby provide written notice of my intent to vacate the above-referenced rental property. I understand that this notice must comply with the terms of my lease agreement, including any required notice period, and that rent obligations continue through the applicable notice period.

Tenant Signature: _____ Date: _____



Move-Out Responsibilities & Required Steps

Required Notice to Vacate

Written notice must be provided in accordance with the lease agreement. Verbal notice, text messages, or phone calls do not constitute proper notice.

Move-Out Date

The move-out date must match the date provided in the written notice and fall on or before the lease end date unless approved in writing. All personal belongings must be removed by this date.

Condition of the Unit

The unit must be returned in clean and undamaged condition, excluding normal wear and tear. Failure to clean or repair tenant-caused damage may result in deductions from the security deposit.

Final Walk-Through

A move-out inspection may be conducted after possession is returned. Tenants are not required to be present unless otherwise stated.

Utilities

Utilities must remain active through the move-out date to allow for inspection and cleaning. Early shutoff may result in additional charges.

Forwarding Address

A written forwarding address is required to process the security deposit. Failure to provide a forwarding address may delay processing.

Security Deposit

Security deposits are processed in accordance with the lease agreement and Oklahoma law. Deductions may include unpaid rent, cleaning, repairs, utilities, or other lease-related charges.