



PO BOX 722217
Norman, OK 73070
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NOTICE TO VACATE

Please submit this form to the office as your formal notice to vacate.

We would like to thank you for being our resident, and appreciate you taking a few minutes to fill out the following information for our records:

Tenant Name(s): _____

Current Address: _____

Date vacating the property: _____

Forwarding Address: _____

**If you do not provide the office with a forwarding address, we will mail it to the address we currently have on file.*

The thing(s) I/we liked best about living here is:

The thing(s) I/we disliked about living here is:

The reason I/we are moving is (please check one):

_____ Buying or Building own home

_____ Need different amenities

_____ Job Transfer / Moving out of area

_____ Need Larger/Smaller living space

_____ Other (please explain): _____

The following items need repair/maintenance:

Once this is submitted to the office, we will forward your move out instructions

Signature

Date

Signature

Date