

NOTICE TO TERMINATE FIXED TERM TENANCY (rev Jan26)

(Lease Break)

TO: PEKA Professional Property Management Ltd.
#105, 1002 – 8th Avenue, Canmore, AB T1W 0C4
Phone: 403.678.6162 Fax: 403.678.4990 Email: info@peka.ca

FROM: _____
Name –LEASEHOLDER ONLY

Rental Address

Please consider this as my/our notice that I/we will be vacating the premises referenced above no later than 12:00 pm (noon) on:

_____, 20_____
(Must be last day of month - NOT first day of month)

- I/we are aware that I/we are breaking our current lease agreement with PEKA Professional Property Management and I/we are responsible for, but not limited to, rent and utility payments for the unit up to and **including the last day of the lease agreement**.
- I/we agree that PEKA Property Management will advertise the property as available for rent on the first day following my departure (as noted above). Once a tenant is secured for the property, I/we will be released from rent and utility payments. I/We will be released from our obligations on the first day of the new tenant's lease.
- I/we are aware that according to our lease agreement, we are subject to a \$500 administration fee (+ GST) for breaking our lease prior to its end date. This fee will be paid regardless of when a new tenant is found to rent the property.
- I/we are also aware that my/our security deposit CANNOT be used as last month's rental payment.
- I/we understand that the monthly automatic withdrawal (AWD) for my/our rent payments (if applicable) will not be stopped until a new tenant is secured or the end of my lease agreement, whichever comes first.
- I/we also acknowledge receipt of the "Tenant Move-out Info" sheet and "Move-Out Cleaning Requirements - Checklist."
- I/we acknowledge that my/our failure to meet the "Move-Out Cleaning Requirements- Checklist" will result in a \$100 minimum administration charge, (per Appendix B Section 4 of my/our lease agreement), plus any and all direct cleaning charges incurred due to my/our failure to clean the unit as outlined. Minimum administration charge includes one (1) hour of agent time. Should additional agent time be required, it will be charged at \$75/hour or part thereof.
- I/we agree that PEKA will facilitate showings for the purpose of securing a new tenant, with 24 hours' notice, as governed by the Alberta Residential Tenancy Act.

My/our contact numbers are listed below for coordinating unit showings to secure the next tenant for this unit.

Name**Phone – Home Cell****Phone - Work**

Name**Phone – Home Cell****Phone - Work**

Signature

Date**Reason for move:** Rent high (not affordable) Unit Location Relocation (from Canmore) Downsizing Upsizing Other: _____

Forwarding address (mandatory): _____