

MOVE OUT NOTICE

Tenant Name:	
Unit #:	Date of move-out:
Cell Phone	Work Phone
Reason for moving:	

Pursuant to the notice requirements contained in the Self-Service Storage Rental Agreement and the Rental Agreement Addendum, Tenant hereby gives notice of their intent to vacate the above reference space on the date indicated above. Tenant acknowledges and agrees to the following:

1. **NOTICE / MOVE-OUT:**

- a. **ENDING RESPONSIBILITY FOR OWING RENT. NO LEASE TERM MAY END ON ANY DAY, OTHER THAN THE LAST DAY OF THE MONTH.** To terminate the Rental Agreement and end your responsibility to pay future rent, Tenant must perform **ALL** the following actions, on or before 6:00 PM on the last day of a month:
- i. Give notice of Tenant's intent to vacate the space by either giving written notice of your intent to move-out or by notifying us in writing that you actually moved out;
 - ii. Stopping any Auto Pay using the Tenant Portal (If you fail to do so, you hereby authorize us to retain all payments made and acknowledge that they will not be refunded);
 - iii. Completely remove everything from your Space;
 - iv. Remove all locks from your Space; and
 - v. Sign a written Move-out Release or give us another type of written message that you have moved out of the Space. (Once given, you agree that we may, at our sole discretion, dispose of all items remaining your Space in any manner of our choosing.)

If Tenant does not do all the above before 6:00 PM on the last day of a month as required, the Rental Agreement will automatically renew on a month-to-month basis until Tenant performs all the above.

There is no proration of rent for the move-out month; a full month's rent is due.

THE TENANT WILL BE CONSIDERED TO OCCUPY THE SPACE IF TENANT FAILS TO DO ALL OF THE ABOVE BEFORE 6:00 PM ON THE LAST DAY OF THE MONTH AND WILL OWE A FULL MONTHS RENT FOR THE NEXT MONTH.

Rent will continue to accrue for the full month, even if notice is given, until all the above items are performed.

The move-out forms can be found on the Tenant Portal at www.MaximumMiniStorage.com

Example: If you wish to terminate on the last day of the month and not be responsible for the next month's rent, you must do all of the following during office hours on or before the last business day of the month: (i) actually vacate the Space; (ii) remove your lock from the Space; and (iii) notify us in writing by executing the Move-out Release or by other written method that you have actually vacated. If you fail to do any of these items during office hours on or before the last business day of the month, **A FULL MONTHS RENT IS DUE FOR THE NEXT MONTH.**

- b. **CLEANING DUTIES.** At move-out, Tenant agrees to (i) clean the space; (ii) remove all items from their space and the Facility; (iii) not use the Facility's Dumpsters without permission (iv) sweep floor of space; (v) repair any damage to walls; and (vi) remove Tenant's lock. In addition to any other charges or remedies, the following are the agreed charges for damage or your failure to perform duties for cleaning under the Rental Agreement or this Addendum: (i) Sweep Space: \$15.00; (ii) removal of items: \$5.00 per item or actual cost whichever is greater; (iii) repairs to walls: \$7.50/SF (Minimum charge \$25.00); (iv) repair to Door: actual cost; and (v) failure to remove lock: \$40.00.
2. **PREPAID RENT.** Tenant agrees and acknowledges that Lessor will retain all prepaid amounts when Tenant moves out. **THERE ARE NO REFUNDS ON PREPAID AMOUNTS!**
3. **BALANCES DUE.** If Tenant fails to pay all rent and other charges due prior to move-out, Facility Owner will report the balance due to a collection agent and a credit reporting service.

Tenant's signature: _____

Date: _____