



RESIDENT'S NOTICE OF INTENT TO VACATE

This Notice pertains to the Rental Agreement dated _____ SAMPLE | SAMPLE for the following Dwelling Unit (the premises) at: _____ Unit: _____
_____, New Mexico _____

between _____ as Owner / Agent
and _____ as Resident(s).

In this document, "We" and "Our" refer to all residents listed above. "You," and "Your" refer to the owner named in the Rental Agreement.

INSTRUCTIONS FOR GIVING NOTICE:

Notice must be given to coincide with the monthly rental period. Notice must be received on or before the due date of your rental agreement; i.e.. if rent is due on the 1st of the month, the notice to vacate must be received on or before the 1st of the month in order to vacate at the end of the month.
This notice must be delivered to the Owner or Owner's Representative. Resident should retain the yellow copy when signed by both Resident and Owner.

_____ SAMPLE
We, the undersigned Residents, hereby give notice of intent to vacate on or before _____ SAMPLE

We are aware that the refund of prepaid rent and deposits, if any, will be dealt with in accordance with the Uniform Owner-Resident Relations Act, and any written agreement between the parties. No change in the move-out date will be made without your written approval. **We understand that if there are multiple residents on the Rental Agreement, written notice of intent to vacate from one will be considered notice of intent to vacate from all.**

You, the owner, and any new residents may rely on this move-out notice. You may rent the dwelling unit for occupancy on the date after the above move-out date. **If any of us hold over and fail to move out on the above move-out date, you, or the new residents may bring an action against us for possession and may recover damages, costs and attorney's fees as provided by Uniform Owner-Resident Relations Act.**

We also confirm that any personal property left behind at the time the dwelling is vacated may be deemed abandoned and may be disposed of as provided in the New Mexico Uniform Owner-Resident Relations Act.

We are moving because: _____ SAMPLE

SAMPLE RESIDENT SIGNATURES (all residents should sign)	FORWARDING ADDRESSES
_____	_____
_____	_____
_____	_____
_____	_____

Resident's Present Phone: (_____) _____ Day (_____) _____ Evening

SAMPLE OWNER'S ACKNOWLEDGMENT OF MOVE-OUT NOTICE

Owner hereby acknowledges receipt on the _____ day of _____, of this written notice of intent to vacate.

If Resident(s) fails to furnish forwarding address in writing, then all deposit refunds, notices and/or itemizations will be mailed to resident(s) at the dwelling unit being vacated so that the U.S. Postal Service can forward same to resident(s).

This acknowledgment ☐ does or ☐ does not constitute owner's approval of the above move out date.

This receipt does not waive owner's remedies for early move out or any other Rental Agreement violations.

OWNER/AGENT

This form was prepared by the Apartment Association of New Mexico which assumes no liability whatsoever from its use. Consult your own legal advisor regarding the use and effect of this form.