



Intent-To-Vacate/Extension

To: Temporary Housing Unlimited

From: _____

Date: _____

Guest Name: _____

Apartment: _____

*** Move-Out Monday – Friday's ONLY. NO Saturday or Sunday Move Out Dates Allowed**

1) Please **EXTEND** the above lease until _____.

- This is a tentative extension date, not a move-out date. I **will** need to send another written notice of Intent-To-Vacate (Extensions must be in 14 day increments)

2) Please **TERMINATE** the above lease on _____.

- This is a definite move-out date and I will vacate my apartment on the above date by 12:00 P.M. Noon. To extend this apartment past the termination date, please call as soon as possible to our office at 1-800-528-0139 or 803-327-2137. Please note any extension past the above vacate date will be subject to availability.

REQUIRED INFORMATION: Any final correspondence should be sent to:

Phone Number: _____

Authorized Signature

Date

- ❖ After faxing this form to **(803) 327-3838**, please call our office at (800) 528-0139 or (803) 327-2137 to confirm we received this fax.

Corporate Office

2121 Ebenezer Road, Suite 104, Rock Hill, SC 29732

800-528-0139 or 803-327-2137

Fax: 1-866-618-7593

Charleston Office 843-766-9022