

It is hereby agreed between Landlord and Lessee that this leaving agreement shall be allowed in accordance with the following terms: (Please check the box that applies.)

- Those who want to **stay after July 31st and DO notify us by June 30th** must pay the full August rent, pay a \$100 late move-out fee, and must be completely moved out of the apartment by August 15th (No August rent proration refund will be made). The security deposit will be refunded, less deductions, if any. The apartment must be left clean and in good condition.
- Those who want to **stay after July 31st but DO NOT notify us by June 30th** must pay the full August rent plus an additional amount equal to one month rent as a cancellation fee, and must be completely moved out of the apartment by August 15<sup>th</sup>. (No August rent proration refund will be made.) The apartment must be left clean and in good condition. The security deposit will be refunded, less deductions, if any.
- Those who **DO NOT notify us in writing by June 30th but DO give written notice before July 15th and leave by July 31st** must pay a late cancellation fee of one month rent plus an additional \$100. The security deposit will be refunded, minus deductions, if any. The apartment must be left clean and in good condition.
- Those who **DO NOT notify us in writing by June 30th but DO give written notice after July 15th and leave by July 31st** must pay a late cancellation fee of one month rent plus an additional \$300. The security deposit will be refunded, minus deductions, if any. The apartment must be left clean and in good condition.

\*\*Please see your lease for options about giving notice after July 31st.

**ALL TENANTS MUST GIVE WRITTEN NOTICE AND PAY ALL LATE CANCELLATION FEES (IF THEY APPLY) WHEN THEY SUBMIT THEIR NOTICE.**

**ABSOLUTELY NO ONE WILL BE ALLOWED TO STAY PAST AUGUST 15TH WITHOUT THEIR LEASE BEING RENEWED FOR ANOTHER YEAR.**

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_, Apt. \_\_\_\_\_, St. Louis, MO 631\_\_\_\_\_

Date vacating apartment: \_\_\_\_\_

\_\_\_\_\_  
Print Name(s)

\_\_\_\_\_  
Sign Name(s) - Lessee

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Date