

Management Termination

TO WHOM IT MAY CONCERN

Agency Name

Address

Phone No.

Fax No.

Email

IN REGARD TO THE FOLLOWING PROPERTY(S)

Address Property 1

Address Property 2

This is to confirm that I/we wish to terminate our management contract with your Company, the details of which can be found above. This letter begins the required notice period as stipulated in our agreement.

A representative of HomeRentals Queensland will be in touch with you shortly to arrange pick-up of the following documentation.

- Current General Tenancy Agreement
- Application Form(s) for all tenants
- Bond Lodgement Form
- Bond Lodgement Receipt
- Entry Condition Report
- Current Contact Details for the Tenants (If Applicable)
- Tenant Ledger
- Signed Form 5 (Change of Lessor/Lessors Agent)
- Any Keys or remote controls for the Property
- Any Body Corporate By-Laws
- Any Warranties Relating to the Property
- Smoke Detector Servicing Report or date of last Service
- Pool Compliance Certificate

I/We hereby give authority for a representative of HomeRentals Queensland to collect the above documents

Landlord Name1

Signature

Date

/ /

Landlord Name2

Signature

Date

/ /

New Agent

HomeRentals Queensland

1/72 Old Cleveland Rd Capalaba QLD 4157

P: 07 3823 4988 F: 07 3823 1588 E: info@homerentals.com.au