

Lease Break Form

Tenant Name/s

Address

Date

____ / ____ / ____

Leon Mancini & Sons Pty Ltd

Licensed Estate Agent

61 Pier Street Altona

PO Box 319 Altona

Victoria 3018

ABN 59 007 386 852

Call 24 Hours – 7 Days

P 03 9398 6366

F 03 9398 4623

E info@mancini.com.au

W mancini.com.au

(Must be all names as listed on the bond lodgement form as per the Residential Tenancies Act 1997)

Forwarding Address

Telephone

A/H

Mobile

Work

New Phone

Reason for Breaking Lease

Direct Debit

Yes

No

I/We hereby give notice in writing to Mancini Real Estate to vacate the above property

on ____ / ____ / ____ (please specify date).

Please Note: Important information to all tenants

Tenant/s of the Residential property, whom are listed on the Lease Agreement as per the commencement of the Leasing Term, under the Residential Tenancies Act (1997) understand that their bond is held by the Residential Tenancies Bond Authority, therefore will be required to have all party/ies sign the Bond Claim for a refund of their bond funds.

If the tenant/s are breaking their Lease the bond will stay with the Bond Authority for a period no longer than 14 days, allowing the Landlord or Agent to process the required steps into settling any disputes. If the tenant/s vacate prior to the reletting of the property, the tenant will make no claim on the security deposit.

IN LIEU TO 28 DAYS NOTICE AND OR BREAKING A LEASE: The tenant/s authorises Mancini Real Estate to process a Claim on bond funds whereby the tenant/s vacate the property prior to the twenty eighth day and/or when breaking a lease entitles Mancini Real Estate to the letting fee required plus rent accrued.

Signatures

please sign on the line above

Lease Break Form

Office Use Only

Landlords Name: _____

Landlords Address: _____

Landlord Notified On: _____

Relet Yes No \$ _____

Special Conditions: _____

Lease Break Yes No Lease Expiry Date: ____ / ____ / ____

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Lease Break Fee

Pro-Rata Lease Break Cost: \$ _____

GST 10%: \$ _____

Advertising: \$ _____

GST 10% on Advertising: \$ _____

Total Fee Payable: \$ _____

Rental Excel Sheet

Green Book