



Housing & Redevelopment Authority of Virginia, Minnesota

NOTICE OF INTENT TO VACATE

I, _____, hereby give notice of my intent to vacate the dwelling at _____ on _____.

My reason for moving _____.

I understand am responsible for rent and utilities through the end of my one month plus one day notice period or until all the keys are turned in, whichever is later.

Tenants are encouraged to attend move-out inspections. I understand I have the opportunity to be present during my move-out inspection and if I want to exercise this option, it is my responsibility to contact the Virginia HRA Property Manager and schedule the insepction prior to my move-out date.

(Tenant Signature) _____
(Tenant Signature) _____
(Date) _____
(Phone) _____

If applicable, send deposit refund check to: (Name) _____
(Address) _____
(City, State, Zip) _____

Items Left in My Apartment

I also release and absolve the Housing and Redevelopment Authority of Virginia, Minnesota and/or its authorized representatives, of any responsibility for the removal of my furniture and/or personal belongings. After the above vacate date, the HRA is authorized to dispose of any items I have left behind. I understand that I will be responsible for labor and disposal fees associated with the removal and disposal of items left behind at my residence.

- I agree with the above statement and approve the HRA to dispose of any items I leave behind at my residence.
- I do not approve the HRA to dispose of any items I leave behind at my residence. I understand that the HRA will charge me for storage of items left behind in accordance with applicable laws.

(Tenant Signature) _____
(Tenant Signature) _____
(Date) _____

442 Pine Mill Court, Virginia MN 55792
Phone 218-741-2610
Fax 218-748-7067

