

Specialist Community Services – Vacate Notice

Vacate Details	
All tenants/Consumers are required to give two (2) weeks' written notice to vacate the property and end your accommodation agreement.	
Date of Notice:	
Property Vacate Date:	
Resident's Name:	
Property Address:	
Forwarding Address:	

Bank Details			
Name of Bank:		Account Name:	
BSB:		Account Number:	
Reference:			
Bank Statement Confirming Account Details attached:		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please note a bank statement header confirming the above bank details will need to be provided before any rent refund can be processed.			

Approvals		
I hereby confirm that the above details are correct and I authorise any money owed to me by The Society to be refunded to the above bank account.		
Residents Name:		Date:
Signature:		
Financial Administrator's Name:		Date:
Signature:		