



2527 Fire Road
Egg Harbor Twp., NJ 08234
609-646-6400
Fax: 856-646-8165

Vacate Procedures

1. Sign vacate form, 10 days prior
2. Empty Unit
3. Remove Lock
4. Check-out in office

10 DAY NOTICE OF INTENT TO VACATE SPACE & TERMINATE LEASE

Unit # _____ Notice Date: _____

I, _____, will be vacating the above unit on _____.

I will remove all items from the unit and leave it in a clean and sanitary condition. I desire to terminate my rental agreement for the above mentioned unit and understand that The Storage Inn may re-rent the space as it sees fit. After the unit is inspected by The Storage Inn, and the unit is found to be in a rentable condition, The Storage Inn will mail my security deposit to the following address, if applicable:

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: _____ WORK PHONE: _____

Reason for vacating: _____

Unit Passcode: _____ Last 4 digits of SS#: _____

Email submittal of this form serves as your signature.

If submitting other than by email, sign here: _____

After filling out this form, please Save the document and email to: storageinnEHT@comcast.net

OFFICE USE ONLY

Rent to be refunded \$	Date Vacated:
Deposit refunded \$	Date Inspected:
Total Refund \$	
Check #:	Manager: