



WASHINGTON  
**RESIDENT'S 20-DAY  
NOTICE TO VACATE**



DATE \_\_\_\_\_ PROPERTY NAME / NUMBER \_\_\_\_\_  
 RESIDENT NAME(S) \_\_\_\_\_  
 \_\_\_\_\_ and all others  
 UNIT NUMBER \_\_\_\_\_ STREET ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**SAMPLE** Pursuant to Washington law, I/we, the undersigned Resident(s), hereby give 20 days notice to vacate the Premises at the above described address. It is agreed that this Notice terminates the tenancy on the **SAMPLE** day of **SAMPLE**, 20**SAMPLE** (Termination date must be the last day of the month. Notice must be given at least 20 days before the end of the month; otherwise, tenancy continues until the end of the next month.) I/We understand that if I/we vacate the Premises prior to the correct termination date, I/we will be liable for rent for the entire period.

I/We will deliver possession of said Premises to Owner/Agent on that date. It is agreed and understood that after the appropriate notice, the Premises may be shown to prospective residents at reasonable times prior to the expiration of this notice.

**SAMPLE** Resident(s) recognize that failure to vacate on the date set forth above will cause Owner/Agent to suffer damages because of inability to gain access for maintenance or turn-over work or to allow new residents to move in. The amount of these damages will be difficult to determine but will be substantial. Therefore, Resident(s) agree that if they fail to vacate by the date set forth above, they will pay Owner/Agent liquidated damages of \$ **SAMPLE** per day until possession is delivered to Owner/Agent. (If no amount filled in, the amount shall be twice the daily rental charge.)

Phone **SAMPLE** (for permission to show Premises to prospective residents)

Reason you are leaving **SAMPLE**

Forwarding address **SAMPLE**

**Any valid termination notice received from any one Resident may be considered by Owner/Agent a termination notice from all Residents.**

X RESIDENT	DATE	X RESIDENT	DATE
X RESIDENT	DATE	X RESIDENT	DATE

**CONFIRMATION OF RECEIPT OF 20-DAY NOTICE (OWNER/AGENT USE ONLY)**

**SAMPLE**  
Please be advised that the **estimated** prorated charges for the month(s) of **SAMPLE** are as follows:

Rent	\$	<b>SAMPLE</b>
Lease break fee/concessions	\$	<b>SAMPLE</b>
<b>SAMPLE</b>	\$	<b>SAMPLE</b>
<b>SAMPLE</b>	\$	<b>SAMPLE</b>
<b>SAMPLE</b>	\$	<b>SAMPLE</b>
<b>SAMPLE</b>	\$	<b>SAMPLE</b>
<b>TOTAL</b>	\$	<b>SAMPLE</b>

The following information should be helpful at the time of move-out:

1. All meters should be read as of the date of move-out.
2. All keys, cables, etc. should be returned to Owner/Agent.
3. If damage other than ordinary wear and tear is found in the unit after move-out, an itemized charge will be sent to Resident.
4. If Resident is attempting to terminate a Rental Agreement for a specific term without complying with a valid early termination clause, or if Resident's notice fails to comply with Washington law in any respect, Owner/Agent's signature does not constitute an acceptance of the termination and does not relieve Resident of all amounts due under the Rental Agreement.

This amount is subject to correction or change as part of the final accounting. Resident will remain liable for all other amounts due under the Rental Agreement.

X \_\_\_\_\_  
OWNER/AGENT DATE