

RETURN OF KEYS FOR VACATE OF PROPERTY

Date:

Time:

Tenant/s:

Phone Number:

Property Address:

- | | |
|---|--------|
| 1. Receipt for Carpet Cleaning & Pest Control | YES/NO |
| 2. Receipt for professional cleaning of property | YES/NO |
| 3. Return of keys and remotes | YES/NO |
| 4. Return of Rent Card | YES/NO |
| 5. Photocopy of the above for the Tenants records | YES/NO |

Forwarding Address:

Bank Account details for the purposes of refunding any overpaid Rent & Bond returns:

Bank:

Account Name:

BSB Number:

Account Number:

Sign: