

# MOVE OUT & KEY RETURN FORM

Lease Expiration: \_\_\_\_\_

Date: \_\_\_\_\_

Resident: \_\_\_\_\_

Sunchase Address: \_\_\_\_\_ Sunchase Blvd., Farmville, VA 23901

EMPLOYEE'S Initials:

Keys turned in today:

Time \_\_\_\_\_ am / pm

Apartment Front Door \_\_\_\_\_

Apartment Bedroom Door \_\_\_\_\_

Mail \_\_\_\_\_

Fitness Center \_\_\_\_\_

Pool Pass \_\_\_\_\_

Keys must be attached to form!

I understand, by signing below, I am not releasing myself from the obligations of the lease agreement with Farmville, LLC (DBA Sunchase Apartments) and will continue to make all rental payments and comply with the cleaning and vacating guidelines according to the Policy and Procedure Handbook.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Forwarding address: \_\_\_\_\_

Forwarding phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Cell phone: ( \_\_\_\_\_ ) \_\_\_\_\_