

**Housing Authority of McDonough County**

Agreement To Terminate Dwelling Lease

I, \_\_\_\_\_, hereby declare my Agreement to Terminate my Dwelling Lease for the unit identified as \_\_\_\_\_.  
Full street address, City

I Agree to Terminate my Dwelling Lease for the unit specified above on: \_\_\_\_\_.  
Vacating Date

**Rent Charges**

I understand I must pay a full months rent for the month in which I vacate my unit (in accordance with my lease agreement), and that my account will be credited for any unused rent on my apartment in the month I vacate.

I understand I will be charged for the days I remain in the unit; and that rent is charged until all keys that were issued to me are returned. I furthermore understand that any outstanding rent due will be deducted from my security deposit.

**Cleaning Charges**

I understand that I must pay for labor and materials necessary to repaint/or repair resident-abuse items in the apartment I am vacating. If I do not pay for such charges, I understand that they will be deducted from my security deposit. *In an effort to reduce costs to our residents, a Pre Move Out inspection of your unit is encouraged.* I understand I have the right to request a "Pre Move Out" inspection on my unit.

**Re-admittance**

I understand that if I wish to be re-admitted in the future to any development under the management of the Housing Authority of McDonough County, I will have to make a new application for admission and go on a waiting list until I am contacted for a vacancy.

**Certify**

I have read or have had read to me and I fully understand the above stated rules and regulations of the Housing Authority of McDonough County governing the vacating of an apartment. I also understand this is a firm promise on my part, that will be enforced by the Housing Authority, to vacate my unit on the date specified.

Any refund may be mailed to: \_\_\_\_\_  
Street Address City State Zip

Signature of Head or Co-head of Household Date

Housing Authority of McDonough County Date

For residents who vacate without giving proper notice, the Housing Authority of McDonough County (HAMC) will make the determination as to when the unit has been vacated according to the procedures identified in it's Admissions and Continued Occupancy Policy. Appropriate deductions will be made from the vacating residents' security deposit for thirty (30) days notice that the resident should have given. Furthermore, if the apartment requires repairs, repainting, etc., which in the opinion of the Housing Authority resulted from resident abuse, the vacating resident will be charged rent, repair, and clean up costs. 12/2005