

Ending a Tenancy

What notice period is my tenant required to give should they wish to vacate my property?

Reason for ending the agreement	Notice required
At the end of the fixed term agreement	14 days – the notice period can't end before the date when the tenancy agreement ends
Any time during a periodic agreement	14 days

What if my tenant needs to break the fixed term agreement (leave early)?

Should your tenant be required to vacate the premises during the fixed term agreement they are still legally responsible for the tenancy until a new tenancy is entered into or until their fixed term agreement expires whichever should occur first.

Costs Involved:

- The tenant would be required to pay rent until the end date of the fixed term agreement or the day up until a new tenancy begins at the premises
- Advertising on the Internet and window card \$55.00 inc. GST
- Costs incurred by the lessor (you) – such as the letting fee which is one weeks rent + GST

What happens once my tenant has given notice to vacate?

Once Ray White Gladstone has received a **Notice of Intention to Leave (Form 13)** from your tenant your Property Manager will be in contact with you immediately to discuss the re-letting of your investment property and a rental review.

Ray White Gladstone will then promote your property through complimentary advertising within 24 hours of the notice being received on the following websites;

www.raywhitegladstone.com.au

www.realestate.com.au

www.domain.com.au

It will also be advertised in our office window and on our rental list. Applications will be taken immediately to ensure limited vacancy on your premises.

Ray White[™]

Gladstone

What cleaning is my tenant required to do upon vacating my premises?

Once the tenant has moved all of their things out, it is their responsibility to leave the premises, as far as possible, in the same condition as it was before they moved into the property ('fair wear and tear' excepted). The tenant will also need to be aware of any special terms in their tenancy agreement that they may be required to complete upon vacating.

While the law doesn't specifically mention carpet cleaning or pest control Ray White Gladstone does include these as special terms in the tenancy agreement requiring tenants to have the carpets professionally cleaned and have the premises fumigated (should pets be permitted on the tenancy agreement) and provide a receipt of this upon vacating.

What happens once the tenants hand back keys to my Investment Property?

Once Ray White Gladstone receives keys back from your tenants we will then conduct an Exit Condition Report within 3 working days, your Property Manager will then be in contact with you to discuss the report before the rental bond will be released to the tenants.

This also may be a good opportunity for you to conduct an inspection on your premises to check if any maintenance is required before a new tenant should occupy your premises.

What maintenance will I be required to complete should my Investment Property be vacant for a period of time?

Should your premises be unoccupied for a period of time between tenancies you may need to have regular yard maintenance completed and you may be required to have a sparkle clean (quick clean) conducted on the premises to ensure your property is presented to the rental market in the best possible way. These services can be arranged through your Property Manager.