Notice of Lease Termination

I/we hereby notify terminating the lease of the Premises as follows.

The Premises	Building name :			Unit #:			
Parking Space	P-	Motorcycle	B-	Trunk RM	TR-	Bicycle	No.
Name of Lessee							
Date of Notice Served	20 / / Year/ Month/ Day			e.g. : When two months' notice is required、Date of Notice Served: January 1st, Date of Termination: on or after March 1st.		Lessee's Signature or seal here	
Date of Lease Termination	20 / / Year/ Month/ Day						
Date of vacating ※	(Time, Year/ Month/ Day) Leave blank if not determined yet.						
※On the Date of Vacating, after all your personal properties were removed, inspection of the Premises will be made by the Property Manager to check damages, handing out keys & cards. Please fill out the desired date and time on or earlier than Lease Termination Date which will be finalized by arrangement of the Property Manager.							
Reason for Termination	☐Business ☐Schooling/New job ☐Purchase of own house ☐Marriage ☐Family member changed ☐Change of housing allowance ☐Rent increase ☐Change of commuting route ☐Lease renewal ☐Change of living environment ☐Return to home country ☐Change of Lessee ☐Other（ ）						

New Address ： ,〒

Contact Address ： ,〒

Contact Phone Number ： FAX ：

E-mail ：

Name of person attending inspection on the Date of Vacating, ： TEL ：

Bank Information to which deposit balance to be returned

Name of Bank ： Branch ：

Type of Account ：□普通(Ordinary)・□当座(Current) Account Number ：

Name of Account ：

Account Name in "Katakana" ：

Important Information: Please carefully read and ☑ each one of the following items.

☐ Your intention to terminate the lease shall be formally accepted upon the arrival of this Notice of Lease Termination to us.

☐ Cancellation or change of the Date of Lease Termination will not be accepted.

☐ The Resident /Lessee is responsible for procedures of cancellation/termination of utilities(electricity, gas, water), telephone, internet, address change and other.

☐ Fire insurance must be cancelled by the resident/lessee. For cancellation, please contact the insurance company below:

Tokyo Marine MIREA: 0120-670-055 AIG Fire Insurance: 0120-565-773 Chubb Insurance: 0120-327-332

☐ If the cancellation procedure is not completed, the policy may be automatically renewed, and the premium may be withdrawn from your account. If there is a remaining period until the insurance expiration date, a refund (return premium) may occur.

☐ The costs for removing and disposing large-size wastes such as bicycle etc. left in the premises shall be deducted from the deposit balance.

Property Manager: Pacific Development and Management Co., Ltd.

Holland Hills Mori Tower, 5-11-2, Toranomon, Minato-ku, Tokyo, 〒105-0001

PHONE：03-3437-0324 FAX:：03-3437-0329