



TPM, Inc.

2230 N University Parkway Suite 7A Provo UT 84604

“total property management” SINCE 1976

PHONE: (801) 375-6719 FAX: (801) 375-6732

WEB SITE ADDRESS: www.tpmrents.com

AUTHORIZATION TO SELL LEASE

TODAYS DATE: _____

NOTE: In accordance with the provisions of the Lease Agreement, I am hereby giving my notice of the intent to sell the remainder of my lease term and grant permission to the Manager to assist in all reasonable ways with the selling of my lease. The unit will be available to reoccupy on or before: _____

1. I understand that I will be responsible for any remaining payments (rent, utilities, etc.) due through the period shown in “Section 2” of the Lease Agreement.
2. I understand that I will be responsible for my lease until a **qualified** tenant has signed a new lease for that period of time and paid the **security deposit**.
3. I understand there will be a \$300 (contract sell) fee taken out of my deposit in addition to the nonrefundable fee as stated in “Section 3” of the Lease Agreement.
4. I understand that the unit must be completely vacant and thoroughly cleaned to TPM Inc. standards as listed in our check-out cleaning guide on, or before, the date promised above.
5. I have received a copy of the check-out instructions. (Please Initial) _____
6. I understand that I will contact my manager at least **one week** prior to vacating the unit for normal checkout procedures. (Please Initial) _____
7. I understand that it is my responsibility to sell my contract. Although TPM Inc. will try to assist me in selling my contract, I understand that TPM’s first responsibility is to advertise and sell openings not under contract.
8. *I understand that the phone number listed below will be given to prospective tenants to view the unit I reside. (Please Initial) _____

TPM is hereby authorized to sell my lease.

NAME: _____

ADDRESS: _____

HOME PHONE #: _____ CELL PHONE #: _____

Email Address: _____

SIGNATURE: _____ DATE: _____

FORWARDING ADDRESS: _____
