

Leader Storage
1285 Marks Rd.
Valley City, OH 44280
LeaderStorage.com
330-708-7295

Intent to Vacate Notice

INSTRUCTIONS:

1. You must have a zero balance on your account to submit this form. Online payments are accepted at leaderstorage.com
2. Fill out and place in drop box 7 days before your anniversary billing date.
3. Leave unit empty, no lock and in good condition.
4. A minimum \$75 clean up fee will be assessed for units left with any trash or other items.

Thank you for choosing Leader Storage!

Today's Date: _____

Unit Number(s): _____ Hinckley ____ Valley City ____ N. Royalton ____

Leader Storage is hereby advised that the undersigned will vacate the storage unit listed above by (date)_____, **I agree that I will leave the unit swept, empty, and in good condition. If I fail to vacate by the above date I will give notice in writing to the manager that I would like to retain my unit until a later date.**

Tenant Signature

Print Tenant Name

Forwarding Address if Applicable

City, State, Zip

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Facility Use Only
Manager's Inspection of Vacant Unit

I, the undersigned, give notice that the above listed unit is vacant and that said vacancy was discovered:

- Clean, swept, and empty with no lock on it.
- With miscellaneous trash, and debris Clean up fee assessed \$_____
- With miscellaneous trash, debris, and other items. Clean up fee assessed \$_____

Site Manager