

## Request to break lease.

### DETAILS.

Property address

Renter's name

Lease expiry date

Today's date

Keys will be  
returned on

### RENTER OBLIGATIONS.

The Rental Provider and the Renter have a fixed term contract in place and therefore the Renter has a legal obligation to ensure the rent is paid in full and on time until the commencement date of the new Renter's lease or the expiry date of the Renter's lease (whichever occurs earlier).

### BREAK LEASE FEES.

As per the current lease agreement, the Renter is liable to pay the Rental Provider a break lease fee to terminate the contract early. The Renter must pay the following penalty fees:

- Pro-rata letting fee
- \$330 advertising fee (inc of GST)

Please contact your Property Manager to settle the advertising fee as soon as possible, as the property will not be advertised until this has been paid.

### SECURING A NEW RENTER.

While looking for a new Renter, we ask that the property be clean and tidy at all times, with full access provided to show prospective Renters through the property.

Open for inspections will be arranged on your behalf in order to secure a new Renter, with suitable applications submitted to the Rental Provider for approval.

### RENTER'S CONFIRMATION.

In order to proceed with breaking your lease, please sign the bottom of this form to confirm you agree to the following terms:

- I, the Renter hereby instructs Melcorp Real Estate Pty Ltd to secure a new tenancy for the property.
- I, the Renter will ensure all keys are returned on the date specified on page 1.
- I, the Renter agree with the fees specified on page 1 and will ensure the payment is finalised.
- I, the Renter agree that full access is granted to Melcorp Real Estate to show prospective Renters through the property. Melcorp must provide the Renter with no less than 48 hours written notice, or agree on a time directly with the Renter verbally. Where the Renter is not home, the Renter authorises Melcorp to use the office key to access the property.
- I, the Renter agree that I will present the property in satisfactory condition during inspection time.
- I, the Renter will ensure the property is returned in accordance with the ingoing condition report, ensuring all carpets are professionally steam cleaned.
- Failing to do so, I give permission for Melcorp Real Estate to arrange their own contractors to clean and repair the property to the same standards as originally provided. The cost for the repairs/cleaning will be deducted from the bond.
- Melcorp Real Estate Pty Ltd reserves the right to select a new Renter solely at its own discretion and is under no obligation to sign a new lease with any particular Renter.

Signed by Renter

Signed by receiver  
*(office use only)*

Date received  
*(office use only)*

Received by  
*(office use only)*