



Residential Sales, Leasing, & Management

Katy Property Management

Request Extension of Notice to Vacate

Dear: Katy Property Management,

I would like to extend my Notice to Vacate the property at (address):

_____.

I request that my new vacate date be: _____.

I am advised that the extension of my Notice to Vacate is not automatic.

I acknowledge Paragraph 22, HOLDOVER of my lease agreement reads: "If Tenant fails to vacate the Property at the time this lease ends, Tenant will pay Landlord rent for the holdover period and indemnify Landlord and prospective tenants for damages, including but not limited to lost rent, lodging expense, costs of eviction and attorneys' fees. Rent for any holdover period will be three (3) times the monthly rent. Calculated on a daily basis, and will be immediately due and payable daily without notice or demand".

I understand that my request to extend my original notice must be approved by Katy Property Management in writing. If approved, Katy Property Management will send me written confirmation of the approval, extending my Notice to Vacate.

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

- Katy Property Management is happy to inform you that we are able to approve your new move out date.
- Unfortunately Katy Property Management is unable to approve your extension and you are still required to vacate the property on the date of the original Notice to Vacate.

Katy Property Management

Date