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## I need to leave my lease early, how can I get out?

We DO NOT have a “lease break” policy. We will, however, help you find someone to sign A NEW LEASE. The new tenant will go through the same process as you including submitting a new deposit & signing their own lease. This is called a “lease assignment.”

1. Complete the lease assignment form. The total fee is \$500 or one month rent, whichever is greater. The amount required at the time the form is submitted is \$500. The remaining balance may be made in payments or taken out of the security deposit, depending on the amount of the deposit.
2. Take home a sign to put in your yard.
3. We will advertise the property.
4. We will show the property. We will contact you the day before a showing (via text or email, please make sure we have a good phone and email address.)
5. Once a prospective tenant is found, they must submit an application, the application fee and earnest money (equal to half of the security deposit.)
6. We process the application and if approved, have them sign a new lease in their name only.
7. When their liability begins is when your liability for the property, rent and utilities ends. **Your security deposit will be returned 60 days from the day that the new tenants move in.**
8. Before the new tenant can move in, we need to do a property move out. This means:
  - a. The property must be cleaned and empty of your belongings.
  - b. The carpets must be professional cleaned.
  - c. Your keys, mail keys, garage door openers are all returned.
  - d. We have your forwarding address.