

FAMILY STUDENT HOUSING

INTENT TO VACATE

Resident Name _____ Student ID Number _____

I will vacate my apartment at _____ (Building # & Unit #) on
_____ (Date) and return all keys to the Village Office during business hours.

→ I understand that I am bound by the rental agreement for the apartment at least 30 days following the date this notice is received by UC Berkeley Housing.

→ Further, I understand that the University will begin showing the apartment to prospective tenants during business hours, Monday to Friday, upon 24 hours written notification.

→ I may request an initial inspection by contacting the University Village office no less than fifteen (15) days prior to my vacate date. I understand a final inspection will be done after I vacate the apartment.

→ I understand the following terms regarding failure to vacate from the rental agreement: "The resident understands and agrees that the University may rent the apartment to new occupants effective the day following the termination of the Resident's Rental Agreement. New occupants may be scheduled to move into the apartment on that day. **If the resident does not vacate the apartment on their vacate date, the resident shall be liable for \$125.00 per night in liquidated damages charge** as well as any other charges allowed by law, including, but not limited to, any costs incurred in providing alternate or temporary housing for the new occupants" (Section 30 Liquidated Damages).

Resident Signature: _____

Date: _____

Office Staff Signature: _____

Received Date: _____

OPTIONAL: REASON FOR VACATING

Graduation / Appointment ending

Found alternate housing off campus

Other: _____

UC Berkeley Housing

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