

Apex Property Group, LLC
418 Union Boulevard
Totowa, New Jersey 07512
Phone (973) 720-0480 Fax (973) 720-0482

Tenant: _____

Date: _____

Complex: _____

I will vacate Building _____, Apt. # _____ on _____ (date). On said date I will allow the superintendent to walk through the apartment for an inspection and I will hand over all keys to the unit, building, and mailbox.

Effective immediately, I give the superintendent permission to enter the apartment during reasonable hours to show the apartment to future tenants. The superintendent agrees to call tenant prior to showing the unit.

My forwarding address will be:

Tenant Signature

Tenant Signature

***Please be advised that it is the tenant's responsibility to contact the utilities companies for a final meter reading. Please contact the Passaic Valley Water Company (If Applicable) to set up the final reading at (973) 340-4300. In addition, it is your responsibility to contact PSEG at (800) 436-7734 or JCP&L at (800) 662-3115 for a final meter reading. Proof of payment in full for these final readings is required prior to release of your full security.**