



Termination of lease agreement

Notice of termination has been received

SITE

Address	
Ending date of contract	Moving out date

TENANT/TENANTS

Name (1st party)	Phone number
New address	
Name (2nd party)	Phone number
New address	

The phone number will be provided to the next tenant for the apartment viewing.

REFUND OF SECURITY DEPOSIT

The security deposit will be returned within four weeks of the termination of the lease agreement, provided that the apartment is in good condition at the time of handover, all keys belonging to the apartment have been returned on time, and all payments have been made.

Account number IBAN (1st party)	BIC	Account holder
Account number IBAN (2nd party)	BIC	Account holder

I have read the removal inspection, cleaning instructions and costs of this form.

OTHER IMPORTANT INFORMATION

Please return all keys of your apartment. If any keys are missing, the cost of deprogramming the keys and having new ones made will be charged to the tenant who is moving out. Please read the instructions on the form regarding move-out cleaning and the move-out inspection. The apartment must be handed over in a clean condition. Please remember to terminate your electricity and internet contracts as well. If you receive housing allowance, please also inform Kela of your moving date.

Date

Signature (1st party)

Clarification of name

Signature (2nd party)

Clarification of name

FURTHER INFORMATION ON THE TERMINATION:

MOVE-OUT CLEANING

1. Check that the floors are clean and that there are no stains on the doors or walls. Wipe the shelves in the cabinets, drawers, and the cutting board. Clean the toilet (including the area behind it), taps, floor drain, and the bathtub or shower walls. Remove dust from between the radiator fins.
2. Make sure that the storage unit belonging to your apartment has been emptied of all items. Also remember to remove the padlock from the storage door and leave the door open.
3. Also make sure that any balcony or inner courtyard belonging to your apartment has been emptied of all items and is clean, and that any lawn in the inner courtyard has been mowed. In addition, clean the windows and balcony glazing (during winter, at a minimum, clean the interior surfaces of the windows and vacuum between the window panes).
4. Remember to close the water taps and seal the inlet and outlet connections of the washing machine and dishwasher in a watertight manner to prevent water damage. Check that the plugs are watertight. Reinstall any cabinet that may have been removed to install the dishwasher. If you have purchased the dishwasher yourself, remove it.
5. Empty and clean the refrigerator. Defrost and clean the freezer. Set the switches to the 0 position. Leave the refrigerator and freezer doors open. Unplug the appliance. Also clean the back of the refrigerator/freezer and the recess behind it.
6. When removing light fixtures, make sure to reinstall the ceiling outlet covers/plugs/terminal blocks. Check all fixed light fixtures, replace bulbs if necessary, and ensure that all lights are working (sauna, bathroom, toilet, kitchen work lights, stove, and refrigerator).
7. Clean the stove, oven, oven trays, extractor hood, and grease filter. Also clean the back of the stove and the recess behind it.
8. Leave wall plugs and other fasteners in place. Removing them may cause large holes that need to be repaired.
9. Ventilation valves are located in the kitchen, toilet, bathroom, sauna, and walk-in closet. Clean them if necessary, but do not adjust their settings.
10. If you have installed a door viewer or a security chain yourself, leave them in place when moving out. Venetian blinds must also be left in the apartment upon move-out.
11. The repair and removal of alterations and structures made without permission (e.g. fences) will be charged to the tenant. Please also remember to leave the tenant information folder/user manuals in the apartment.
12. Moving often generates a large amount of waste. Hazardous waste and furniture do not belong in the housing company's waste shelter and must be taken by you to appropriate waste collection points.
13. Please ensure that you have emptied the entire apartment and that no rubbish has been left behind.