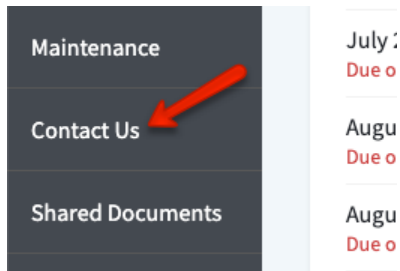


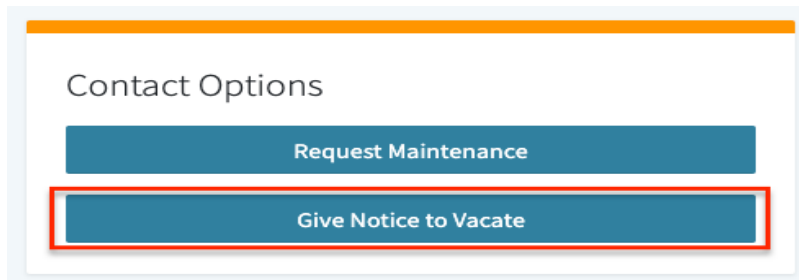
NOTICE TO VACATE

Tenants can give notice to move out during the lease renewal offer process or at any time on the **Contact Us** tab of the **Online Portal**. Follow the steps below:

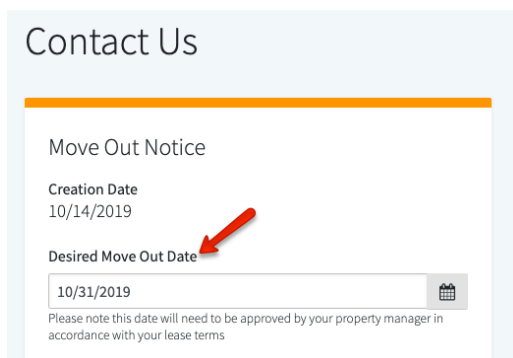
1. Once you log into the **Online Portal** you will click **Contact Us** from the navigation bar on the left.



2. In the **Contact Options** block, click **Give Notice to Vacate**. You will be taken to a Move Out Notice form where you can provide details.



3. You will then enter your **Desired Move Out Date**. Follow the remaining instructions and when complete, click **Submit**.



The image shows a 'Move Out Notice' form. The 'Desired Move Out Date' field is highlighted with a red arrow. The form includes a 'Creation Date' of 10/14/2019 and a date picker for the 'Desired Move Out Date' set to 10/31/2019. A note at the bottom states: 'Please note this date will need to be approved by your property manager in accordance with your lease terms'.