



Notice of Intent to Vacate

A minimum of 14 days notice is required for all storage vacates

I, _____, hereby give notice to Burns & Co that I will vacate my storage unit/space _____ on/or by _____ day of _____ 20____

I understand that I am required to complete all the following during the vacating process:

- Remove all items from my storage unit/space
- Remove my lock from the storage unit. The storer is responsible for Storage Facility Fee if the lock remains on the unit.
- Ensure all storage fees are paid.

As stated in the original storage agreement, it is understood that there is a cleaning fee of \$33.00 per hour if any items are left behind or if storage units require cleaning. Additional charges will apply if damage is found within the unit.

Storers' signature: _____

Date: _____

Additional Comments:

Please post, fax or email this form to Burns & Co Storage:

Burns & Co
Self Storage
PO Box 2035
MILDURA VIC 3500
Phone 03 5023 5000 Fax: 03 5023 3332
Email: admin@burnsandco.com.au