



7467 New Ridge Road
Suite 200
Hanover, Maryland 21076
Fax #: 410.689.1235
Phone: 800.446.7876

April 28, 2004

TO: _____

FROM: _____

RE: Account #: _____

Property:

Please accept this letter as authorization to offer the occupant \$_____ to vacate the above property by _____. If accepted, please have the occupant sign this letter and I will forward you a check in the amount of \$_____ made payable to the occupants. The check is to be held by you until you can verify that the house is vacant and in broom clean condition.

It should be noted that we, as owners and you, as our authorized representative shall have full authority to cancel this offer should it be determined the home was further damaged by the occupant from the time of this agreement to the intended vacate date. Normal wear and tear is acceptable.

Accepted this _____ day of _____ 20_____.

Occupant

Occupant Social Security #

Occupant Name Printed

Future Address of Occupant (include street, city, state and zip code)