



Logan Family Properties, Inc.
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San Diego, CA 92126
Office/Fax: 858-578-1945

ROOMMATE/OCCUPANT MOVE-OUT FORM & PROCEDURE

- Per your lease, all occupants are jointly and individually liable for the lease even if other occupants leave. Those still living in the rental unit are responsible for the full rental amount and the lease (if not on month to month tenancy).
- A 30 day notice is still required from any occupant leaving and will be responsible for those 30 days.
- Roommate move-outs must be approved by all other occupants in the rental unit.
- Once approved by current occupants, move-out must be approved by the office.
- New roommate move-ins must be approved by the office and new occupants must be added to the lease.
- The security deposit stays with the property until the last occupant on the lease vacates. Any occupant vacating before the lease ends relinquishes their rights to the security deposit. Roommates will have to discuss how they will handle the security deposit between themselves.

Date: _____

Property Address: _____

----- *By signing below, you agree you have read and understand the above statements.* -----

Roommate/Occupant wanting to leave:

Name: _____
Phone: _____

Signature: _____
Email: _____

Roommate/Other Occupant Approval:

Name: _____
Phone: _____

Signature: _____
Email: _____

Name: _____
Phone: _____

Signature: _____
Email: _____

Name: _____
Phone: _____

Signature: _____
Email: _____

Office Approval:

Date: _____

Signature: _____