

HOW TO GIVE YOUR NOTICE TO MOVE-OUT

If you are planning to move out of Nellis Family Housing for any reason, the following information will make the process go smoother.

If you are choosing to move-out of family housing BEFORE your lease ends for any reason other than what the military clause covers, you will be required to give a 30-day notice and there will be a \$250 “Early Termination Fee” applied. If you have been in family housing for more than one (1) year, then you will just be required to give a 30-day notice.

If you are moving out of family housing due to PCS orders or termination of military service a 30-day notice is not required, but as much notice as possible is requested.

Set-up your TMO date prior to coming into the Nellis Family Housing office to set up your move-out and final inspection date.

Bring a copy of your orders (if applicable) to the office to set up your pre & final move-out inspections.

At the time of your giving notice we will go over the following:

- BAH/pro-rated rent options
- Cleaning instructions
- Pre and final inspection dates