

TENANT / TENANTS

Full name *	E-mail *	Phone number *
Full name	E-mail	Phone number

THE APARTMENT IN QUESTION

Address *	Apartment (no.) *	The condition of the apartment, tenant's estimation:
Sauna turn	Parking spot (no.)	Clean / OK <input type="checkbox"/> In need of some painting <input type="checkbox"/> Needs to be renovated <input type="checkbox"/>

TERMINATION (if needed, write on the other side)

Expiry date of the rental agreement *	Moving out date (if differs from the expiry date) *
When the tenant terminates the rental agreement, the term of notice is one (1) month. The term of notice starts the first day of the following month: e.g. if the notice of termination is given on the 7 th of April, tenant is obligated to pay rent until the 31 st of May and has the right to stay in the apartment to set date.	

NEW ADDRESS (if needed, write on the other side)

New address *	Postal code *	City *
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THE REASON FOR TERMINATION

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FEEDBACK (if needed, write on the other side)

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INFORMATION The apartment will be checked the following day of the expiry date at 08 am.

RENT DEPOSIT (if you don't remember which, leave empty)

Money deposit €	Deposit from Kela or social services <input type="checkbox"/> €	Bank and bank account no. (if money deposit *)
The property owner returns the rent deposit to the tenant's bank account. The payment will be done approximately one month after the rental agreement ends if: the tenant has returned all the keys, cleaned the apartment and the storage plus emptied it, and paid all the rent and other receivables. Fore-more the apartment needs to be in habitable condition. The landlord can use the rent deposit to even the receivables without debriefing the tenant.		

SIGNATURES

* Date: _____ / _____ 20____ * Place:

Signature and clarification *	Signature and clarification
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I AGREE THAT MY PARTNER / SPOUSE / ROOMMATE KNOWS ABOUT THE TERMINATION OF THE RENTAL AGREEMENT
I have received written instructions for moving away: Yes *

CONFIRMATION OF THE TERMINATION

We have received your notice of the termination of the rental agreement. During the term of notice our apartment applicants who are interested in your apartment may be in contact with you about seeing the apartment. If you don't have a chance to show the place yourself, please contact JNP so we can arrange a time appropriate for both parties.

You can be present at the apartment check-up. In liking to do so, please contact us at kunnossapito@jnp.fi at least one week in advance.

Your apartment will be checked the following day of the rental agreement expiry date at 08 am to see if the apartment has suffered other than normal wearing out. Such will be charged according to the price list (attached).

Rent deposit will be returned to the tenant's bank account approximately one month after the rental agreement ends, if the tenant has filled all the tenant obligations:

1. **All keys to the apartment and parking spot post are returned to AM Lukkoasema when moving away.** The keys must be returned at 10 am latest on the next day of the expiry date. If the rental agreement ends during the weekend, the keys must be returned at 10 am latest on next Monday. At any hour and day of the week even if AM Lukkoasema is closed, the keys can be left to their letterbox: The keys must be inside of a closed envelope and the address of the apartment written clearly on it.

AM Lukkoasema Oy

Kärpänkuja 1

40400 Jyväskylä

010 480 3770

jyvaskyla@amlukkoasema.fi

Opening hours:

Mon - Fri: 8 - 16

If the tenant fails to return all the keys, the locks will be renewed, and the expenses will be cut from the tenant's rent deposit (around 300 euros).

2. **The apartment is cleaned according to the given written instructions.**
The storage needs to be emptied and cleaned as well.
3. **Basic equipment that belongs to the apartment must be in place and cleaned.**
For example, window opener, storage lock with keys, fire alarm, and power sockets and plugs for dishwasher and washing machine must be left in place. Fridge and freezer need to be emptied, melted and cleaned. Leave the doors of any appliance open and power turned off.
4. **There isn't any damage to the apartment other than normal wearing out.**
Small holes e.g. from hanging frames or shelves are OK.
5. **All the rent and other receivables are paid.**
If you haven't already given us your bank account number for the rent deposit, please send it in IBAN form to asuntotoimisto@jnp.fi.

CHECKING THE APARTMENT AND CLEANING INSTRUCTIONS WHEN MOVING AWAY

Address:

Full name:

Expiry date of the rental agreement:

Kitchen & equipment:	Cleaning:
Stove/oven: grate, sheet pans (2 pc.)	Clean all around also inside, floor, back wall, grate and sheet pans
Fridge: shelves (also glass), vegetable container/s	Fridge/freezer must be cleaned from inside + out after being defrosted
Cabinets: shelves, doors, dish racks, cutting board drawer	Clean the cabinets from in and outside, wipe the shelves, doors, pulls and the cutting board drawer
The dishwasher drain hose plug (plastic) and water intake line plug (brass) (pic 1)	Insert the plugs to the connections of dishwasher. Clean the floor and background. If you had a closet instead of dishwasher when you moved in, return the closet back to its place when removing the dishwasher.
Garbage containers (2-3 pc.)	Empty and clean the bins
Counters, sinks, taps, backsplash	Clean the sinks, tap and backsplash
Lamp socket covers, electrical sockets and outlets on walls and ceilings	All sockets need to be in place
Walls	Clean walls, remove stains
Ceiling	Remove stains. Popcorn ceilings can NOT be cleaned with wet!
Flooring, moldings, baseboards, trims	Was the floors, molding, baseboards and trims
Curtain rail clips	Leave the clips to rails
Range hood and filter (if included)	Wash the filter and range hood from grease and dirt
Interior doors, door frames	Wipe doors and frames
Windows, window frames	Wash windows (in the winter only from inside), wipe frames
The outflow valve	Clean from dust and dirt
Other information:	Leave the window opener to the apartment (1 pc.)
Livingroom, bedroom/s and entrance:	Cleaning:
Lamp socket covers, electrical sockets and outlets on walls and ceilings	All sockets need to be in place
Closets	Wipe shelves and doors
Interior doors, Front door, door frames	Wipe doors and frames
Walls	Clean walls, remove stains
Ceilings	Remove stains. Popcorn ceilings can NOT be cleaned with wet!
Flooring, moldings, baseboards, trims	Was the floors, molding, baseboards and trims
Fire alarm	Check that the fire alarm is in place and functions well
Curtain rail clips	Leave the clips to rails
Windows, window frames	Wash windows (in the winter only from inside), wipe frames
Other information:	

Toilet, bathroom and sauna:	Cleaning:
Sink, taps and bidet	Wash the sink and taps from dirt and lime
Lamp socket covers, electrical sockets and outlets on walls and ceilings	All sockets need to be in place
The washing machine water supply hose plug (pic 2 & 3)	Leave the plug on
Washing machine drain hose plug (pic 3)	Set the plug on if you have removed it
Mirror cabinet, shelves and doors	Wipe all surfaces
Toilet seat and lid	Wash the toilet seat and lid, make sure nothing is broken
Walls	Clean walls, remove stains and lime
Ceiling	Dust and remove stains with damp cloth
Floors	Wash the floors
Drain/s	Clean the drains from dirt and hair
Sauna benches and stool	Wash the walls, floor, benches, and stool, clean the dry
The outflow valves	Clean from dust and dirt
Other information:	
Balcony / terrace / yard (if there is)	Cleaning:
Flooring, surfaces and / or yard	Empty and clean
Doors and mechanism	Wipe the doors and wash the window (if included)
Other information:	All the spaces must be empty and cleaned
Storage unit	Cleaning:
Emptying	Empty the storage from all your belongings
Surfaces	Sweep the floor
Other information:	Lock the storage unit and leave the keys to the apartment (3 pc.)



Picture 1. The dishwasher drain hose plug (plastic) and water intake line plug (brass)



Picture 2. The washing machine water supply hose plug



Picture 3. The washing machine drain hose plug and water supply hose plug