

IOR DEPARTURE LEASE SUMMARY

*PLEASE NOTE: THIS IS NOT A LEGAL REVIEW

For DPM to Complete

Assignee Name	
RMC/Assignee's Company	
IOR Destination Program Manager	
IOR Destination Services Consultant	

For Lease Reviewer to Complete

Lease Reviewer		Page/Section #
Date		
Rental Property Address		
Lease Term Dates		
Monthly Rent:		
• Other fees, if applicable		
• Total		
Utilities should be discontinued by ___		
Landlord's Name		
Landlord's Address		
Landlord's Email		
Landlord's Phone Number		
Early Lease Termination/Break Clause, if applicable and notice period, buyout fees and due date		
Does assignee need to provide a letter on company letterhead that lease break is due to transfer/repatriation?		
Estimated vacate date		
What was the initial Security Deposit amount?		
When is the expected Security Deposit to be returned by?		
Cleaning at Move Out Required?		
Is assignee responsible for damages above the Security Deposit Y/N		

Are carpets required to be cleaned? If yes, is the tenant required to provide the receipt to the LL?		
Pet Deposit Y/N – Is it refundable?		
Additional Comments:		