

PROPERTY MANAGEMENT SERVICES

a division of MPM Services, Inc.
600 Lawrence Avenue Suite #2D
Lawrence, Kansas 66049
(785) 841-5797

REQUEST TO LEAVE POSSESSIONS

ADDRESS: _____

I/We, as the 2nd Party, request permission from the 1st Party to leave the below stated items in the apartment past the check out deadline for the tenants immediately moving into the unit. I/We agree to accept full responsibility for the condition of these items, absolving the 1st Party from any responsibility or liability if these items are stolen or damaged in the time falling between my/our check out and the start of the new tenants lease. I/We understand that by definition of "items" that these are 1 to a few items such as a couch or a washer & dryer, etc. I/We understand that this request is subject to the 1st Party approval and without such approval may prevent the 1st Party agent from conducting the check out inventory, thus preventing the fulfillment of our lease requirements.

Item(s):

_____	Date	_____	Date
2nd Party		2nd Party	
_____	Date	_____	Date
2nd Party		2nd Party	

As the new tenant(s) moving in, I/We agree to accept the above-stated items.

_____	Date	_____	Date
New Tenant		New Tenant	
_____	Date	_____	Date
New Tenant		New Tenant	

As the agent of the 1st Party, I agree to let the below-stated items remain in the apartment past the check out date, having been absolved from any responsibility or liability by the 2nd Party if these items should be stolen or damaged in the time falling between the 2nd Party's check out and the start of the new lease.

FOR OFFICE USE ONLY

Agent of 1st Party	Date