



Notice to Vacate Instructions

Log in to your Portal > From the Summary TAB > Go to the LEASE DETAIL box on the right of screen, may need to scroll down > Click on GIVE MOVE OUT NOTICE link.

Notice to Vacate Instructions

To initiate the process of vacating your premises, please follow these steps:

1. **Log in to your Portal:** Visit [PMI Mile High Home Page](#) and log in using your credentials.
2. **Navigate to the Lease Detail Section:**
 - From the Summary tab, locate the LEASE DETAIL box on the right side of the screen. You may need to scroll down to find it.
3. **Submit Notice to Vacate:**
 - Within the LEASE DETAIL box, click on the "GIVE MOVE OUT NOTICE" link.
4. **Provide Required Information:**
 - When submitting your move-out notice, ensure to include the following details:
 - Expected Move Out Date
 - New Address/Forwarding Address (required for your Security Deposit Disposition)

By following these instructions, you'll initiate the necessary steps for vacating your premises smoothly. If you encounter any issues or have questions, please don't hesitate to contact our support team for assistance.

Thank you for your cooperation.

Sincerely,
PMI Mile High