



107 Windel Drive, Suite 209 Raleigh, North Carolina 27609 919-833-4856

**Roommate Change Form**

\_\_\_\_\_ (departing tenant) and

\_\_\_\_\_ (remaining tenant) agree that the departing tenant hereby transfers to remaining tenant all rights, responsibilities, and interest in the lease and security deposit associated with that certain lease for the property located at:

\_\_\_\_\_ City \_\_\_\_\_ NC.

EFFECTIVE: \_\_\_\_\_ (date)

**Departing tenant hereby forfeits all rights to possession of the property and any and all claims to the security deposit held. Departing tenant has voluntarily vacated the property and has remove all personal property from the premises and has cleaned and/or repaired any damage to any part of the property. All keys to the property have been transferred to remaining tenant.**

**The remaining tenant accepts full responsibility for any damages that may have occurred at the property during the lease term. An interim property inspection will not be made by Birch-Moore, Inc.**

**The departing tenant releases Birch-Moore, Inc. from all liability regarding the security deposit. Remaining tenant is now sole owner of the security deposit held and solely responsible for the fulfilment of the obligations of the lease including payment of rent.**

**We, the remaining and departing tenants on the above-mentioned lease, consent to the changes in the Lease Agreement made by this Roommate Change Form.**

**It is understood that this Roommate Change Form must be approved by Birch-Moore, Inc. prior to effecting the transfer. BRING THIS COMPLETED FORM TO 107 WINDEL DRIVE, SUITE 209. AT THAT TIME ALL THREE PARTIES WILL SIGN AND EXECUTE THIS FORM. THIS FORM IS NULL AND VOID WITHOUT ALL THREE SIGNATURES.**

\_\_\_\_\_ Departing tenant printed name & signature

Date \_\_\_\_\_

\_\_\_\_\_ Remaining tenant printed name & signature

Date \_\_\_\_\_

ACCEPTED: \_\_\_\_\_ Date \_\_\_\_\_

Linda Moore , Birch-Moore, Inc.

