

# ABANDONED PROPERTY NOTICE

THIS SECTION TO BE COMPLETED UPON MOVE-IN, AND NO LESS THAN ONE TIME ANNUALLY, BY ALL HOUSEHOLDS CONTAINING ONE RESIDENT.

I, \_\_\_\_\_ (RESIDENT), residing at \_\_\_\_\_ (ADDRESS)  
hereby designate the following person listed below as my heir, personal representative, designee or devisee to be contacted by my landlord to claim all my personal property pursuant to ORS 90.425 in the event of my death should I be the only resident or person on the rental agreement at the address mentioned above:

Name of heir, personal representative, designee or devisee: \_\_\_\_\_ (REQUIRED)

Address: \_\_\_\_\_ (REQUIRED)

Phone Number: \_\_\_\_\_ (REQUIRED) Email: \_\_\_\_\_ (OPTIONAL)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

THIS SECTION TO BE COMPLETED BY MANAGEMENT ONLY, IF APPLICABLE, UPON MOVE-OUT.

RESIDENT NAME (AND ALL OTHERS)	PROPERTY	APARTMENT #	DATE
PREMISES ADDRESS	CITY	STATE	ZIP
RESIDENT POST OFFICE BOX (IF KNOWN)	CITY	STATE	ZIP
FORWARDING ADDRESS: (MOST RECENT PROVIDED BY RESIDENT OR KNOWN TO LANDLORD)			
CITY	STATE	ZIP	
DESIGNATED REPRESENTATIVE NAME	PHONE (IF AVAILABLE)		
DESIGNATED REPRESENTATIVE ADDRESS	CITY	STATE	ZIP

**This is a formal notice that property and/or pet(s) has been left on the premises that is considered abandoned.**

CURRENT LOCATION OF PROPERTY

CITY STATE ZIP

You are hereby notified that the property, including any pet(s), must be removed from the location identified above no later than (not less than 5 days after personal delivery of this notice or 8 days from date of mailing first class) or the property will be sold or otherwise disposed of. If you notify the owner/agent in writing prior to the expiration date set forth above of your intention to remove the property, the date for disposal or sale will be extended 15 additional days from the date of your notice. If the property is not removed: the owner/agent may sell the property at a public or private sale; or the owner/agent may destroy or otherwise dispose of the property if the owner/agent reasonably determines that the value of the property is less than \$1000 or so low that the cost of storage and conducting a public sale probably exceeds the amount that would be realized from the sale; or the owner/agent may sell certain items and destroy or otherwise dispose of the remaining property.

- If this box is checked, the owner/agent has reasonably determined that the value of the property is less than \$1000 or so low that the cost of storage and conducting a public sale probably exceeds the amount that would be realized from the sale. Therefore, owner/agent intends to dispose of the property if you do not claim it.

The owner/agent is entitled to the cost of storage and any costs of removal of the personal property to the place of storage. The owner/agent may require payment of removal and storage charges prior to releasing the personal property unless the tenant has been removed by the sheriff. In such event, the owner/agent will make the property available for removal by the tenant without prior payment of costs, charges or other sums.

The owner/agent will make the property available for removal by the tenant or designated representative by appointment at reasonable times.

Phone Number To Schedule Pick-Up:

Thank you,

Cambridge Real Estate Services

This notice must be sent by first class mail to the deceased tenant at the premises, personally delivered, or sent by first class mail to a known heir, devisee, personal representative or designated person, and sent by first class mail to the attention of an estate administrator of the Department of State Lands.

