



Kaplan Management Co., Inc.

520 Post Oak Boulevard, Suite 370
Houston, Texas 77027

October 17, 2014

Sent via US Post, Certified/Return Receipt Requested

Mike Richardson
2220 Westcreek Lane, Apartment E-070
Houston, Texas 77027

Re: Notice of Termination of Tenancy and Notice to Vacate,
Highland Terrace Apartments, 2220 Westcreek Lane, Apartment E-070, Houston, Texas 77027, effective 12:00 a.m., December 31, 2014.

Dear Mr. Richardson:

This letter serves as legal notice of the termination of your tenancy at the above referenced address and at the above stated time and date pursuant to Paragraph 10 of your TAA Lease Agreement. You are legally required to vacate the premises on or before December 31, 2014.

It has been a pleasure to host your tenancy at Highland Terrace Apartments, but the community is being redeveloped which demands that your building be vacated. The following information may be of assistance to you in this transition:

1. You will receive a full refund of your security deposit at the time of move-out if you vacate the premises as directed in this notice. You are required to remove all perishable items from your apartment.
2. You may surrender possession of your apartment at any time prior to the termination date without penalty and will only be charged the prorate of your rent and fees.
3. Possession of your apartment may be relinquished by returning your keys to the staff at the Business Office.
4. The office staff has a list of communities in the submarket with comparable rental rates, amenities, and directions.

We apologize for whatever inconvenience this notice may impose upon you, but thank you for the opportunity to host you as a resident of Highland Terrace Apartments. We are saddened by the changes taking place at our community, but excited about the redevelopment in the Galleria area of Houston.

If we may be of any assistance to you, please do not hesitate to contact us.

Sincerely,

Matthew D. Summers

MATTHEW D. SUMMERS
President
Kaplan Management Co., Inc.