

Simple 30-Day Notice to Tenant Sample

1. Landlord Information

- Landlord's Full Name: _____
- Address: _____
- Contact Information: _____

2. Tenant Information

- Tenant's Full Name: _____
- Rental Property Address: _____
- Unit Number: _____

3. Notice Details

- Date of Notice: _____
- Effective Date of Termination: _____

4. Reason for Notice

- Reason for Move-Out: _____

5. Tenant Duties

- Ensure the rental unit is cleaned
- All personal belongings removed
- Keys returned by the move-out date

6. Final Inspection Arrangements

- Date and Time: _____

7. Security Deposit Return

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- Provide forwarding address: _____

8. Additional Notes

- _____

9. Signatures

- Landlord's Signature: _____ Date: _____
- Tenant's Signature: _____ Date: _____