

Tenant Notice to Vacate Form

Date: _____

To:

Landlord/Property Manager Name: _____

Property Address: _____

From:

Tenant Name: _____

Contact Number: _____

Subject: Formal Notice to Vacate

This notice serves as my official communication that I will vacate the rental property located at [Property Address] on _____ (vacate date). This fulfills the required ___-day notice period outlined in the lease agreement.

Reason for Vacating:

Forwarding Address for Deposit Refund:

Address: _____

Contact Information: _____

Acknowledgment of Responsibilities:

- The property will be cleaned and personal belongings removed.
- All keys and access cards will be returned by the vacate date.

Tenant Signature: _____

Date: _____