

## Tenant Notice of Intent to Vacate

Date:

### To: (Landlord / Property Manager)

Landlord Name:

Address:

### From: (Tenant Info)

Tenant Name(s):

Rental Unit Address:

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## Notice of Termination

Please accept this formal written notice that I/we intend to vacate the rental property located at the address listed above.

My/our last day in the unit and the end date of the lease term will be:

I am providing this notice in accordance with the terms of our lease agreement, which requires a notice period of  days.

## Security Deposit Return

I request that my security deposit be returned to me in accordance with state laws and our lease agreement. Please send the security deposit refund, along with an itemized list of any deductions, to my forwarding address listed below:

Forwarding Address:

Phone Number:

Email Address:

## Move-Out Inspection

I would like to schedule a joint move-out inspection of the premises prior to my departure. Please contact me at the phone number or email address provided above to coordinate a date and time.

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## Signatures

Tenant Signature:  Date:

Received by Landlord / Representative:  Date Received: