

# NOTICE TO VACATE PREMISES

To (Tenant's Name): \_\_\_\_\_  
Address of Premises: \_\_\_\_\_

## Landlord / Property Manager Information:

Full Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

## NOTICE TO VACATE

You are hereby notified that your tenancy of the premises identified above will terminate and you are required to vacate and surrender possession of the premises to the Landlord or Property Manager by the date specified below.

## TERMINATION DATE

\_\_\_\_\_

## REASON FOR TERMINATION

The tenancy is being terminated for the following reason(s):

## RENTAL PAYMENT STATUS

All rent and other charges due under the rental agreement must be paid in full prior to vacating the premises.

## RETURN OF PROPERTY

Tenant shall remove all personal property and return all keys, access devices, and any other property belonging to the Landlord.

## CONDITION OF PREMISES

Tenant must leave the premises in a clean and undamaged condition, reasonable wear and tear excepted.

## POSSESSION

If Tenant fails to vacate by the termination date, Landlord may initiate legal proceedings to regain possession of the premises.

## FORWARDING ADDRESS

Tenant should provide a forwarding address to the Landlord for the return of any security deposit and final communications.

## SECURITY DEPOSIT

Security deposit will be handled in accordance with applicable state and local laws, including deductions for damages, unpaid rent, or other charges.

## LEGAL COMPLIANCE

This Notice to Vacate is intended to comply with all applicable laws and regulations of the United States and the

governing jurisdiction.

**ACKNOWLEDGEMENT**

Tenant acknowledges receipt of this Notice to Vacate and understands the obligations and deadlines set forth herein.

**LANDLORD / PROPERTY MANAGER SIGNATURE**

**TENANT SIGNATURE**

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

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

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

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

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