

____ Day Notice of Intent to Vacate

Premises: _____

Dear _____

This letter shall serve as my written notice to vacate on _____. I request to vacate and terminate my lease which was signed on _____.

I'm vacating the premises for the following reason(s): *(Optional)*

I will complete my move-out by no later than _____ and I would like to schedule a final walkthrough two weeks prior to this date. Please contact me via email or phone number above to schedule the walkthrough.

I believe the property is in good condition and will make any necessary repairs and cleaning in accordance with the terms and conditions of the lease before I leave. Therefore, I anticipate my security deposit in the amount of \$_____ be refunded to me in full.

You can send my security deposit refund to my new address at:

_____.

Regards,

Tenant Signature

Date