

Free Notice to Move Out Letter Template

Simplify your move-out process with this notice to move out letter template.

To use this template, click **File > Make a Copy**.

[Landlord's Name]

[Phone Number]

[Email]

[Landlord's Address]

[Date of Letter]

___ Day Notice to Vacate

Tenant Name(s): _____

Rental Property Address: _____

Date of Notice: _____

To the above tenant and all others in possession of the described premises:

This letter gives you legal notice to vacate and deliver possession of the above property within __ days from the service of this notice.

You are being vacated from the property for the following reason(s): _____

It is understood and agreed upon in the lease signed [__/__/__] that the tenant is responsible for restoring the premises to move-in condition.

If you refuse, neglect, or otherwise fail to vacate the premises within __ days from this notice, the leasing office and property management of _____ will take legal action according to state law to evict you (and all others) from the property.

We will perform a final inspection of your unit on [__/__/__]

After completing the final inspection, we will return your security deposit of \$_____ in full, in part, or not at all, depending on the condition of the property as outlined in your lease.

Please sign and return by [__/__/__]

Tenant Signature: _____

Tenant Name and Date of Signature: _____

Landlord Signature: _____

Landlord Name: _____

