

DATE: [Date of Mailing]

TO:

[Tenant Name(s)]

[Rental Address]

[City, State, Zip Code]

RE: THIRTY-DAY NOTICE TO VACATE (OWNER MOVE-IN)

Dear [Tenant Name(s)],

This letter serves as formal notice that you are required to vacate the premises located at [Rental Address] within thirty (30) days from the date this notice is served. Your last day of tenancy will be [Final Date to Vacate].

This notice is being issued because the owner of the property (or the owner's spouse, domestic partner, child, grandchild, parent, or grandparent) intends to move into the unit and occupy it as their primary residence.

Please ensure that all personal belongings are removed and the keys are returned to the landlord by [Time] on [Final Date to Vacate]. The property should be left in a clean condition, consistent with the initial move-in state, excluding normal wear and tear.

A move-out inspection can be scheduled at your convenience. Regarding your security deposit, a statement of any deductions and the remaining balance will be mailed to your new forwarding address within the timeframe required by state law.

Please provide your new forwarding address below:

Forwarding Address: _____

Thank you for your cooperation.

Sincerely,

[Landlord/Owner Name]

[Phone Number]

[Email Address]