

**Date:** [Current Date]

**To:** [Tenant Name(s)]

**Property Address:** [Full Property Address]

**RE: NINETY (90) DAY NOTICE TO TERMINATE LEASE**

Dear [Tenant Name],

This letter serves as formal notice that your current lease agreement for the property located at [Property Address] will expire on [Lease End Date].

Please be advised that the Landlord does not intend to renew or extend the lease. Therefore, your tenancy will terminate at the end of the day on **[Lease End Date]**. You are required to vacate the premises and return all keys by this date.

Prior to your move-out, please ensure the following:

- The premises are left in a clean and sanitary condition.
- All personal belongings and trash are removed from the property.
- Any damage beyond normal wear and tear is repaired.
- Arrangements are made for a final walkthrough inspection.

Regarding your security deposit: After your move-out and inspection, the deposit (minus any lawful deductions for damages or unpaid rent) will be returned to you at the forwarding address you provide, in accordance with local laws.

Please provide your forwarding address here:

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If you have any questions regarding this notice, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Manager Signature]

[Printed Name]

[Company Name, if applicable]