

DATE: [Date of Notice]

TO (Tenant Name): [Tenant Name]

ADDRESS: [Rental Property Address]

**RE: NINETY (90) DAY NOTICE TO TERMINATE TENANCY FOR PROPERTY USE
CONVERSION**

Dear [Tenant Name],

This letter serves as formal notice that your tenancy at [Rental Property Address] will be terminated in ninety (90) days, effective **[Date of Move-Out]**.

This termination is being initiated because the owner intends to convert the use of the property. Specifically, the property will be converted to: [Insert Type of Conversion, e.g., Commercial Use, Short-Term Vacation Rental, or Condominium Units].

Under the terms of your lease agreement and local housing laws, you are required to vacate the premises and return all keys to the landlord on or before the date specified above. Failure to vacate by this date may result in legal proceedings to recover possession of the property.

Regarding your security deposit: An inspection of the premises will be conducted after you vacate. Your security deposit of \$[Amount], minus any lawful deductions for repairs or unpaid rent, will be returned to you at your new forwarding address within [Number] days, as required by law.

Please provide your forwarding address below or via email before your departure.

If you have any questions regarding this notice or wish to schedule a final walkthrough, please contact [Landlord/Manager Name] at [Phone Number/Email].

Sincerely,

[Landlord Signature]

[Landlord Printed Name]

[Landlord Address]

[Landlord Phone Number]