

Date: [Current Date]

To: [Tenant Name]

Property Address: [Full Property Address and Unit Number]

Subject: Notice of Lease Termination and Requirement to Relocate Due to Remodeling

Dear [Tenant Name],

This letter serves as formal notice that your lease agreement for the property located at [Property Address] will be terminated effective [Date of Lease Termination].

This decision has been made because the property is scheduled to undergo extensive remodeling and renovations. Due to the nature of the construction work, the premises will no longer be safe or suitable for occupancy during this period.

Please take note of the following important information regarding your relocation:

- **Vacate Date:** You are required to vacate the premises and return all keys no later than [Time] on [Date].
- **Move-Out Inspection:** A final walkthrough inspection will be conducted on [Date/Time]. Please contact me to confirm this appointment.
- **Security Deposit:** Your security deposit of [Amount] will be returned to you within [Number] days of your move-out date, minus any lawful deductions for damages beyond normal wear and tear. Please provide your new forwarding address below.
- **Relocation Assistance:** [Insert details about any relocation assistance, stipends, or help finding a new unit, if applicable. If not applicable, delete this bullet.]

Please provide your forwarding address here for the return of your security deposit:

Forwarding Address: _____

We appreciate your cooperation during this transition. If you have any questions regarding this notice or the move-out process, please contact [Landlord/Property Manager Name] at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Landlord/Property Management Company Name]