

Date: [Date]

Tenant Name(s): [Tenant Names]

Property Address: [Full Property Address]

RE: THIRTY (30) DAY NOTICE TO TERMINATE LEASE

Dear [Tenant Names],

This letter serves as formal notice that your lease agreement for the property located at [Property Address] will be terminated in thirty (30) days.

The reason for this termination is that the owner intends to occupy the premises as their primary residence.

Pursuant to the terms of your rental agreement and local landlord-tenant laws, you are required to vacate the premises and return all keys no later than [Date - 30 days from notice].

Please ensure that all personal belongings are removed and the property is left in a clean condition to facilitate the return of your security deposit. A move-out inspection can be scheduled for [Date/Time].

Please provide your forwarding address for the return of your security deposit and any relevant accounting statements.

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

Sincerely,

[Landlord Name]

[Landlord Signature]