

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

Subject: FINAL THIRTY-DAY NOTICE OF LEASE EXPIRATION

Dear [Tenant Name],

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

As of the date of this notice, there are thirty (30) days remaining in your lease term. Please be advised that your lease will not be renewed, and you are required to vacate the premises no later than 11:59 PM on [Lease End Date].

To ensure a smooth transition and the return of your security deposit, please complete the following:

- Remove all personal belongings and trash from the unit.
- Clean the premises thoroughly, including appliances and floors.
- Return all keys, fobs, and garage openers to [Location/Person].
- Provide your forwarding address in writing for the processing of your security deposit.

A move-out inspection is scheduled for [Date/Time]. If you wish to be present during this inspection, please contact [Landlord/Manager Name] at [Phone Number] to confirm.

Please note that any items remaining on the property after [Lease End Date] will be considered abandoned and disposed of in accordance with local laws.

Thank you for your cooperation during your residency.

Sincerely,

[Landlord/Property Manager Name]

[Phone Number]

[Email Address]