

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]

[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

RE: NOTICE TO TERMINATE MONTH-TO-MONTH TENANCY

Dear [Recipient's Name],

Please accept this letter as formal notification that I am terminating my month-to-month lease agreement for the property located at [Property Address].

In accordance with our lease agreement and local laws, I am providing [Number of Days] days' notice. My final day of tenancy will be [Last Day of Tenancy Date]. I will vacate the premises and return all keys on or before this date.

I will ensure the property is cleaned and returned in the condition stipulated in the lease agreement. Please let me know a convenient time for a final walkthrough inspection.

Please send my security deposit, minus any lawful deductions, to the following forwarding address: [Forwarding Address, City, State, Zip Code].

Thank you for your cooperation.

Sincerely,

[Your Signature]

[Your Printed Name]